

BANNON LAKES
Community Development District

November 6, 2024

AGENDA

Bannon Lakes

Community Development District

475 West Town Place, Suite 114, St. Augustine, FL 32092

Phone: 904-940-5850 - Fax: 904-940-5899

October 30, 2024

Board of Supervisors
Bannon Lakes Community Development District

Dear Board Members:


The Bannon Lakes Community Development District Board of Supervisors Regular Meeting is scheduled for **Wednesday, November 6, 2024, at 1:00 p.m.** at the World Golf Village Renaissance Hotel, 500 S. Legacy Trail, St. Augustine, FL 32092. Following is the advance agenda for this meeting:

- I. Call Order
- II. Public Comments
- III. Organizational Matters
 - A. Appointment of New Supervisor(s) to Fill Unexpired Terms of Office (11/26)
 - B. Oath of Office for Newly Appointed Supervisor(s)
- IV. Approval of Minutes of the August 7, 2024 Meeting
- V. Acceptance of Fiscal Year 2023 Audit Report
- VI. Items Related to the District Engineer
 - A. Acceptance of Resignation from District Engineer
 - B. Consideration of Evaluation Criteria
 - C. Authorization for Staff to Issue RFQ
- VII. Consideration of Proposals for Capital Reserve Study
- VIII. Discussion of Pond Ownership
- IX. Discussion of Amenity Center
 - A. Furnishings
 - B. Enclosure
- X. Discussion of Revision to Fiscal Year 2025 Meeting Schedule
- XI. Ratification of Agreements
 - A. Pachabelly Dance

- B. Commercial Fitness Products
- C. Thigpen
- D. Jani-King
- E. Lake Doctors
- F. Sandra Gehring (Yoga)
- G. Gina Levesque (Youth Running)
- XII. Ratification of Requisitions:
 - A. Series 2021 Requisition (51)
 - B. Series 2022 Requisition (11)
- XIII. Other Business
- XIV. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager
 - D. General Manager - Report
- XV. Audience Comments
- XVI. Supervisor's Requests
- XVII. Financial Reports
 - A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending September 30, 2024
 - B. Assessment Receipt Schedule
 - C. Approval of Check Register
- XVIII. Next Scheduled Meeting – February 5, 2024 @ 1:00 p.m. at World Golf Village Renaissance Hotel (subject to change)
- XIX. Adjournment

THIRD ORDER OF BUSINESS

A.

From: Arnold, Shari A Shari.Arnold@bmcjax.com 
Subject: Letter of Interest for CDD Board Vacancy
Date: October 15, 2024 at 10:18 AM
To: ssweeting@gmsnf.com
Cc: Arnold, Shari A Shari.Arnold@bmcjax.com

Good morning, Sarah,

I am reaching out to express my sincere interest in the open position on the CDD Board of Supervisors. As a dedicated resident of Bannan Lakes for the past four years, I have actively participated in community events and initiatives, and I am passionate about making a meaningful impact. Given my current professional flexibility, I am fully prepared to commit the necessary time and energy to fulfill the responsibilities of this role.

Enclosed, you will find my detailed resume for the board's review.

Warm regards,

Shari Arnold, MHRM | Practice Integration Program Manager | Baptist Medical Group | (757) 282-8549 (cell) | Shari.arnold@bmcjax.com

Shari Resume.docx



Shari Arnold

39 Crystal Crest Lane, Saint Augustine, FL 32095
(757) 282-8549 Shariarnold@gmail.com

Results-driven leader with diverse healthcare operations and leadership experience, currently leading the Practice Integration efforts for Baptist Medical Group, the physician practice platform for Baptist Health of Northeast Florida.

Experience

Practice Integration Program Manager

Baptist Health, BMG formally BPE

January 2023 – Present

- Facilitating the onboarding of new clinicians, ensuring an exemplary and efficient experience for physicians, and APPs while remaining solution-focused by presenting countermeasures employed to avoid any issues with achieving the desired start date for the provider and practice
- Communicate with multiple levels of stakeholders through consistent updates regarding integration status
- Work closely with the recruitment to ensure KPIs, SLAs, metrics, and analytics are being met
- Leading up to their first day of employment and 90 days beyond, serve as liaison to the clinician and Baptist Health departmental contacts
- Accountable for metrics to determine provider needs and customer satisfaction

Operations Manager

Baptist Health AgeWell Center for Seniors, Jacksonville/Beaches/Nocatee Offices

February 2020 – January 2023

- Manage day-to-day operations of three office locations including staffing, scheduling, profit/loss, complaint resolution, patient satisfaction, compliance with regulatory requirements, workflow efficiency, vendor relationships, and marketing
- Responsible for 15 direct reports including Office Specialists, Referral Coordinators, Administrative Assistant, Office Supervisors, Business Office Coordinator, Intake Coordinators

Manager, Clinic Services

Baptist Health AgeWell Center for Seniors, Jacksonville/Beaches

October 2017 – February 2020

- Responsible for daily operations of two hospital-based clinic locations
- Manage multiple direct reports including APRN, RN, LPN, and MA
- Provide outstanding customer service to patients and caregivers
- Manage a staff of 40+ team members from several disciplines
- Enlist support from other departments within the organization
- Hire and maintain all personnel records for staff
- Promote cross-departmental communication for the betterment of the clinics

EDUCATION

Wichita State University, Master's Degree, Human Resource Management

Florida State College of Jacksonville, Bachelor's Degree, Supervision & Management

Monroe Community College, Associate's Degree

SKILLS

- Leadership
- Provider Relations
- Teambuilding
- Strategic Planning
- Process Improvement

ACTIVITIES

- Association for Advancing Physician & Provider Recruitment (AAPPR)
- Society for Human Resources Management (SHRM)
- Baptist Peer Review Panel member to help resolve company disputes
- Baptist Employee Resource Group Chair

Thomas Cooper
27 Orchard Ln
St. Augustine, Fl 32095
219-613-4894
cooperphotography@yahoo.com

9/25/2024

Sarah Sweeting
Governmental Management Services LLC
475 West Town Place Suite 114
St. Augustine, Florida 32092
904-940-5850 x 402

Dear Ms. Sweeting:

I am interested in serving on the board of the Bannan Lakes CDD. Currently I am secretary for the Groves HOA. I feel strongly residence need to be involved and have a say in their community affairs. My wife Susan & I moved to S/A from northern Indiana 19 months ago. I am a polling official in St. John county. Licensed Florida High School wrestling official & still active in Indiana as well starting my 43rd season.

Do not care for the word retired but we have started our next chapter. 3 grown children & 3 grandchildren residing in Indiana & Iowa. My wife Susan works at the 360 boutique and I am employed as a ghost host "tour guide" on the trolley of the doomed for Old Town Trolley.

I have a degree in Architectural drafting but pursued other interest after college. Employed with Target stores for 20+ years opening markets & stores around the country. For the past 23 years I have been with Snap-on tools a regional manager for 10 years. Owned a franchise for the final 13 years of my career with S/O. I am very familiar with finances and the bottom line. Have a very strong appreciation for money and not spending what you don't have. My desire to sit on the board is to help keep Bannan Lakes on its current path, keeping it a wonderful place to live and raise a family.

Sincerely Thomas Cooper 219-613-4894

Sandi Gehring Bio



Sandi Gehring began her media communication career as television reporter in Omaha, with an undergrad journalism degree from the University of Nebraska. Gehring went on to excel as a television writer, producer and manager. Her storied media career path has taken her to CNN, NBC, CNBC Asia, The New York Times, and USA Today.

Among her professional accomplishments, Gehring is the winner of multiple Emmy Awards, launched CNBC Asia in Hong Kong and later worked as President/General Manager of multiple television stations and won an Edward R. Murrow Award for Journalistic Excellence in Digital Media. Mrs. Gehring has also provided strategic counsel and guidance to television stations in New York City, Los Angeles, Chicago, Washington D.C. and the Miami-based Telemundo network as well as being retained as a speaker at large corporate gatherings.

While working full-time as a senior station manager in Washington, D.C. she earned an M.A. in Communications in the fall of 2017.

An accomplished, experienced communication/media veteran with deep comprehension of learning styles applicable in multiple environments. Gehring began working as a Professor in the Communications Department of Flagler College in the fall of 2017. In 2021 Sandi won the Dean's Award for Leadership and Service at Flagler College and that same year she was selected by the graduating seniors to deliver the first Baccalaureate address.

Sandi teaches a variety of communication classes including Advertising Writing and Writing for TV as well as courses in Public Speaking, History of Media, and Media Aesthetics serves and the Oral Communication Director in the Communication Department. She also teaches a called Unsheltered: Homeless and Voiceless in St. Augustine. Today, via her classes she works with several non-profit organizations focused on homelessness creating multiple ad campaigns to support the City of St. Augustine's "keep your change to be the change" ad campaign, and teaching high school volunteers at UF Health Flagler Hospital about the causes and effects of local homelessness

Gehring is the author of several books including **Breaking Your Own News...How to turn any Media Coverage into Good Publicity** (Publicity Press, 2011). Today, Sandi and her husband Mike live in Bridge Bay with their standard poodle Daisy.

From: Mark bada44@gmail.com
Subject: CDD bored
Date: October 4, 2024 at 6:10 PM
To: ssweeting@gmsnf.com

Hi Sarah,

My name is Mark Guerra. I served as the president on our board in Bannock Lakes South Shore association. I am currently a chairperson on this board now. I am very interested in our CDD board, as our community is growing. I wish to participate in the health and well-being of our growing community. I believe I would be an asset to the CDD going forward.

Thank you Mark Guerra

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*Thanks
Mark Guerra,*

David “Taylor” Larza
(832) 482-5867 - Taylor.Larza@gmail.com

OBJECTIVE

Seeking a CDD role to leverage my almost 9 years of experience in Procurement and Construction Operations.

SKILLS & CAPABILITIES

- Leadership
- Process Improvement
- Microsoft Suite - Expert
- Negotiations
- Team Development
- Sourcing
- SQL Coding – Macro Level
- Logistics Management
- Budget Management

EXPERIENCE

PulteGroup, Jacksonville, Florida

January 2023 - Present

Division VP of Procurement (Jan 2024 – Present)

Division Director of Procurement (Jan 2023 – Dec 2023)

PulteGroup, Austin, Texas

June 2016 - January 2023

Division Procurement Manager (Nov 2021 – Present)

- Collaborating and leading our sourcing team to continue our rapid growth across the market by driving zone and local procurement strategy across key trades
- Implementation of new sourcing processes that help keep our Agents engaged in the market’s business strategy
- Creating strong development plans for our sourcing team members to continue to drive high engagement
- Working with Finance/Land/Sales on delivering quality feasibility data as we continue to secure future land deals
- Increasing quality communication to all departments as our team adapts to changing product and labor availability

Sr. Procurement Agent (Jan 2020 – Nov 2021)

- Developed key relationships with building shell contractors to expand our trade base and overall production capacity
- Delivered key improvements in many front-end building accounts during supply chain shutdowns through sourcing 3rd party warehousing, out of market bulk buys, and delivering a builder of choice model to our trades
- Led my peers through weekly vendor analysis meetings to run through capacity planning and sourcing strategies

Procurement Agent (June 2016 – Jan 2020)

- Managed multiple supplier/vendor accounts with an annual value of over 30 million dollars
- Sourced material and labor across the Central Texas area to maintain a closing volume between 1000-1200 homes per year
- Used should cost practices to benchmark commodities and labor for all supplier/labor accounts
- Utilized Visual Basic to develop macro-based tools in Excel that helped our Central Texas division store and manage data more efficiently
- Co-developed a process to automate contract change storage and data integrity for audit compliance
- Created yearly and quarterly budget projections based on total house cost spend, to ensure cost inflation remained below 3% year over year

Hewlett-Packard (HP), Houston, Texas

Summer 2015

Strategic Server Procurement Analyst – Intern

- Developed a new strategy to track shortages and aged inventory of individual product SKU's through the shipping pipeline
- Designed a macro-enabled template using Visual Basic to automate purchase order requests
- Worked with a multi-national team to analyze and improve HP's current purchasing processes for hard memory

Texas A&M University, College Station, Texas

August 2015 - May 2016

Stock Associate - Chemistry Department

- Managed incoming and out-going inventory for the chemistry professors
- Maintained dangerous product processes for all volatile chemicals being shipped into the facility
- Inventory ordering for stock items as well as special chemical products
- Sourcing of specialty chemical processes across the globe

Jack Hilliard Distributing, College Station, Texas

May 2014 - May 2015

Merchandiser

- Changed product storage layout, improving merchandise stocking times by 25%
- Created purchase order files and assisted in prioritizing \$200,000 of incoming inventory
- Designed and created displays in retail stores around the Bryan-College Station area
- Processed and delivered paperwork to ensure proper delivery of goods
- Confirmed product displays were compliant with company quality standards as well as customer standards

EDUCATION

Texas A&M University, College Station, Texas

Bachelor of Business Administration in Supply Chain Management

John G. Ter Louw, Jr., CPA

53 Turkey Trot Ct, St. Augustine, FL 32095 • C: 850-766-1072 • terlouwj@gmail.com

PROFESSIONAL SUMMARY

Seasoned finance CPA professional with a track record of over 14+ years of dependability, reputation for integrity and consistent growth in responsibilities looking to be a Financial Leader for an organization. Managed budgets, financials, and audits for organizations with up to \$2.5 Billion in financial assets including the specialty financial reporting of yellow book financials and ACFRs. Provides transformational leadership to review and improve processes for efficiency and analytical thinking to dive into issues, data and processes for complete understanding to provide better results.

AREAS OF EXPERTISE

- Fiscally responsible management
- Transformational leadership
- Advanced financial analysis
- Financial Modeling
- Analytical approach
- ACFR & Yellow-Book Reporting
- Internal Controls
- Variance Analysis
- Data integrity/analysis/KPI's
- Regulatory Compliance (GAAP, STAT, NAIC)
- Financial Interpretation/Presentation
- Budgeting/Forecasting

KEY ACCOMPLISHMENTS

- **Insurance Responsibilities:** At various stages of my career, I've worked on the accounting for insurance to a variety of levels. I've assisted in the transition of the claims department from being an internal operation to an external TPA including the full history data conversion of all claims data. Provided recommendations on best uses for our captive insurance company to enhance the companies flexibility and reduce potential long-term costs. Been responsible for the financial reporting to required state regulators, the NAIC, and the auditors for review. This includes being required to complete both yellow book specific financials and additional required state specific requirements for special entities.
- **Finance Department Improvements:** At Olympus, I was able to join the company which was struggling to provide financials within a reasonable amount of time (i.e. just meeting statutory deadlines) to improving our processes and speed which allowed us to provide financial statements on all companies within the holding company structure within 10 business days. This greatly helped to improve the ability to utilize the financial statements to help forecast the future.
- **GAAP/Regulatory Updates:** At CliftonLarsonAllen, I have been leading an implementation team on the ASC 842 lease standard. This is one of many updated accounting standards in which various technical evaluations have been needed. The implementation team has been providing services at a national level and have assisted hundreds of clients with this standard to keep them in compliance with GAAP.
- **Auditing Responsibilities:** At Georgia Municipal Association (GMA) and Groveland, I lead the audit to include all internal control and variance responses, as well as, delegation and management of reviews of work and procedure verification At GMA this included the 8 Primary Audits which included the GMA General Fund, two Retirement Trusts, 5 insurance self-insurance funds. Total Assets of the Audits exceeded \$2.5 Billion. At Olympus, fully responsible for the audit including having to bring in a first year auditor to provide an opinion. This was successful even though the audit was for the year prior to my starting.
- **Financial Analysis:** While working at the Office of Insurance Regulation identified an insurance company enter into an agreement illegally with its holding company without authorization that also opened up the holding company to a \$22 million liability if all levels of the reinsurance were utilized.
- **Variance Analysis:** Upon starting with the City of Groveland, the City's water and sewer fund was removing an estimated \$1.8 million annually from the General Fund. This meant a service which should have been self-sufficient was being supplemented with taxpayers' dollars. Worked on identifying the issues through variance analysis leading to outsourcing our operations and maintenance division and creating a more effective capital improvement plan which within three years turned it from a \$1.8 million drain to adding \$600,000 to the General fund. A \$2.4 million swing in 3 years.
- **KPI's:** Developed KPIs for various departments to enhance accountability for their budgets. These indicators were developed to the specifications to be effective for each department and are key factors in determining the success of how those departments doing. This report is provided to our key board stakeholders to better provide decision making capabilities.
- **Strategic Modeling:** Developed models to forecast capital needs of the captive insurer to allow it to participate within our reinsurance structure and to minimize the needs for additional collateral to prevent Schedule F reinsurance penalties. This including utilizing the captive within a quota share arrangement and for XOL reinsurance coverage.

WORK HISTORY

Olympus Insurance Company – St. Augustine, FL, February 2023 to present

This is Florida domiciled homeowners writer who is currently growing our premium base from \$300 million to \$370 in the year. It's focused on sustainable and natural growth both in the insurance company and its affiliates. During the period from February 2023 till December, I was the highest finance leader in the company until we hired a CFO.

Controller

- Transformed a dysfunctional finance department from missing deadlines to closing regularly and accurately to 10 business days. This was after a period of no senior finance leadership from for the previous six months.
- Insurance Holding Company structure with regulated insurance company, captive insurer, MGA and other affiliates each with their own financials and needs to consolidate for valuations.
- Drive capital planning, risk management, ratio and KPI analysis, and board of director interactions
- Create and update various required reports for new leadership team and owners to provided more detail and better understanding of the various dynamics of the company through the financials and their affects.
- Complete all required yellow book financial statements and audits as required by statute within timeframes and with accuracy
- Analyze the reinsurance structure for a variety of needs including overall risk tolerance, billing needs and surplus requirements. This includes providing good knowledge to the team of the specific contracts to insure proper recording.
- Forecast the capital needs of the company to maintain specific company determined metrics and recommend alternatives to provide the required funding.
- Provided financial leadership to various other executive team members and provide the specific knowledge necessary to assist the various tasks including statutory compliance, financial implications and effectiveness.

CliftonLarsonAllen – Lakeland, FL, April 2021 to February 2023

This is a Certified Public Accounting firm who provides a variety of services to our clients from audits, tax, wealth advisory, and various consulting services. The firm has been regularly growing by close to 10% year over year and is currently one of the top 10 largest CPA firms in the US.

Chief Financial Officer – State and Local Government Focused

- Performed CFO functions as part of the client's accounting services team.
- Served as Interim CFO for organizations for transitions including industries Logistics, Manufacturing, Distribution, Non-profit, healthcare and government.
- Provide technical training on upcoming accounting changes and pronouncements for implementation in the future accounting periods.
- Ability to effectively and efficiently manage multiple client engagements.
- Build strong client relationships and become a key member of the client management team.
- Work with client to set financial policy and be an active participant in, and driver of, the overall strategy.
- Drive capital planning, risk management, ratio and KPI analysis, and board of director interactions
- Recommend/implement process and reporting improvements to enhance client's ability to utilize data and have transparency.

City of Groveland – Groveland, FL, August 2018 to April 2021

One of the fastest growing municipalities in Florida with double digit growth occurring over the last few years. The annual budget has risen to \$94.6 million for all funds. The five-year capital improvement plans include \$106 million in improvements throughout the City including expansion of our Water & Wastewater system to double our capacity.

Chief Financial Officer

- Oversee, review, and adhere to the budgets for each business department. Including process improvements and submission for the GFOA Distinguished Budget Award for the FY2020-2021 Budget.
- Responsible for all insurance decisions, levels and coverage for the broad exposure for which the City is liable. City was self-insured and required monitoring and analysis of the programs managed by the TPAs.
- Prepare and present company-wide budgets which adhere to all statutory regulations and legislations.
- Analyze the financial climate and market trends to assist City Manager in creating strategic plans for the future.
- Coordinate with department heads on various projects and provide analysis and insights from the finance side.
- Interpret complex financial information and provide updates and information as needed.
- Monitor cash flow, accounts, and other financial transactions.
- Supervise financial assistants and other employees in the facilitation of day-to-day operations, including tracking financial data, invoicing, payroll, etc.

- Contract auditing services to ensure financial monitoring is up-to-date.
- Update and implement financial policies and procedures.

Georgia Municipal Association – Atlanta, GA, October 2011 to July 2018

This is a governmental association made up of many similar entities designed to assist cities. The major areas of operations include a workers' compensation self-insurance fund, a property & casualty self-insurance fund, a life & health insurance fund, a defined contribution and defined benefit retirement trust, an OPEB trust and a captive insurance fund. The overall assets of the funds are in excess of \$2.5 billion with the insurance trusts having surplus in excess of \$150 million and premiums of \$110 million annually.

Director of Budget and Financial Reporting, 08/2015 to 07/2018 & Assistant Accounting Director, 10/2011 to 08/2015

- Reviews and issue monthly and quarterly financial statements for 16 separate funds/entities including the 5 insurance funds and yellow books.
- Lead on information technology projects which involve finance/accounting. Recent projects include ERP upgrade, CRM system upgrade, CAFR software, defined benefit pension software, and expense reporting software.
- Supervise directly a staff of four accountants and technicians.
- Prepare, review and present annual budgets to board of directors for approval for the 8 major funds.
- Review monthly cash flow needs of all entities, provide a recommendation for which invested assets should be sold, and coordinate with investment custodian to shift cash to operations.
- Provides analytical analysis on complex issues and data corrections resulting from operations including system created issues, errors received from member cities, and data mining projects.
- Bank and investment signature authority for all cash and investment transactions.
- Accounts payable payment approval authority for weekly payments.
- Review and provide recommendations for changes in the internal control processes and responsible for communications with responses to and from auditors for 8 audits.

SUNZ Insurance Company – St. Petersburg, FL, July 2010 to September 2011

A worker's compensation PEO insurance company who focused on large deductible clients. Worked with the controller as the only other financial employee for the company as it started to grow.

Senior Accountant

- Daily processing of Accountants Payable, Accounts Receivable to clients, update bank accounts/records and trial balance.
- Monthly prepare reconciliations for Controller for Investments, Bank Statements, Premium, Accrued Expenses, Losses, and Cost Allocations.
- Quarterly prepare supporting documentation and input balances into the yellow book statement for the company's Quarterly/Annual filing with state regulators.
- Review and complete filings in 14 states for compliance with the States' laws and requirements for an insurance company.
- Prepared documents for expansion of the company to additional states to improve the ability to offer insurance in other states.

State of Florida Department of Financial Services – Tallahassee, FL, April 2008 to July 2010

Specially worked in the Florida Office of Insurance Regulation in the Property & Casualty Financial Oversight division.

Insurance Examiner II

- Review and analyze yellow book financials to assess the financial condition of 60 insurance companies for compliance with Florida Statutes.
- Review of charter and bylaws and amendments thereto and check conformance to state statutes.
- Maintain liaison and hold conference with company officials, attorneys, accountants, actuaries, members of company's board of directors and insurance department officials (including states other than Florida) when and as necessary.
- Review for compliance biographical affidavits and company plans of operations.
- Provide recommendations to managers regarding insurance companies with deteriorating financial conditions to keep them in compliance.

EDUCATION & CERTIFICATION

Florida State Licenses Certified Public Accountant

Bachelor of Science in Economics with an emphasis in Micro-Economic Theory, 4/2007

Florida State University — Tallahassee, FL

Masters of Accountancy, 11/2021

Keller Graduate School of Management of DeVry University – Decatur, GA

Masters of Business Administration, Finance Concentration, 8/2016

Keller Graduate School of Management of DeVry University – Decatur, GA

Masters of Public Administration, 8/2017

Keller Graduate School of Management of DeVry University – Decatur, GA

From: Rich Rhoda rhrhoda@aol.com
Subject: CDD Board of Supervisors
Date: October 31, 2024 at 2:50 PM
To: ssweeting@gmsnf.com


Dear Sarah,

I am writing to express my interest in joining the CDD Board of Supervisors for Bannon Lakes. Recently I moved from Ohio to The Preserve Community at Bannon Lakes and am a registered voter.

I retired 8 years ago after having a successful career in business to business marketing and sales. I moved to Bannon Lakes because of its local community support and believe my commitment to this area would be helpful to the board.

Thank you for your consideration.

*Rich Rhoda
678 Cedar Preserve Dr.
St. Augustine, FL 32095
(937)581-0080*

From: Frank Sanchez fsanchez881@gmail.com 
Subject: Letter of Interest
Date: October 2, 2024 at 1:53 PM
To: ssweeting@gmsnf.com

Good Afternoon Sarah,

Please accept this email as a notification of interest for a CDD Board seat.

*My experience/resume is attached, which can be accessed on LinkedIn as well.
As you'll see, my area of expertise is in the financial space.*

I'm happy to meet prior to the Nov 6th meeting if my background and skills are of interest to the Board.

*Kind Regards,
Frank*

1:49   

   79%

  Frank Sanchez CFP®



Experience



**Edward
Jones**

Financial Advisor

Edward Jones · Full-time

Jul 2024 - Present · 4 mos

St Augustine, Florida, United States · Hybrid

Comprehensive financial strategies for successful individuals and families. A wide variety o... see more



Senior Financial Advisor



Vanguard · Full-time
Apr 2020 - Sep 2023 · 3 yrs 6 mos
Charlotte, North Carolina Area



Wealth Management Advisor
TIAA
Aug 2018 - Apr 2020 · 1 yr 9 mos
Red Bank, New Jersey



Financial Consultant
Fidelity Investments
Jun 2010 - Aug 2018 · 8 yrs 3 mos

Education



Penn State University

Licenses & certifications



CFP®
CFP Board

FOURTH ORDER OF BUSINESS

MINUTES OF MEETING
BANNON LAKES
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bannan Lakes Community Development District was held on Wednesday, August 7, 2024 at 6:00 p.m. at the World Golf Village Renaissance Hotel, 500 S. Legacy Trail, St. Augustine, Florida.

Present and constituting a quorum were:

Michael Sheldon	Chairman
Chris d'Aquin	Vice Chairman
Kim Crenier	Supervisor
Sandy Gehring	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel
Jeff Johnson	RMS
Diana Lambert	RMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 6:00 p.m. There were two Supervisors present at roll call due to two resignations that were received before the Board meeting.

SECOND ORDER OF BUSINESS

Public Comment

Mr. Oliver noted this was the public's opportunity to make comments on items that were on this agenda. Hearing no comments, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

B. Appointment of New Supervisor(s) to Fill Unexpired Term of Office (11/24)

Mr. d'Aquin nominated Kim Crenier to fill Seat 1.

On MOTION by Mr. d'Aquin, seconded by Mr. Sheldon, with all in favor, Appointing Kim Crenier to the Board of Supervisors, was approved 2-0.

Mr. Oliver administered the oath of office to Kim Crenier. Mr. Sheldon nominated Sandy Gehring to fill Seat 3.

On MOTION by Mr. Sheldon, seconded by Mr. d'Aquin, with all in favor, Appointing Sandy Gehring to the Board of Supervisors, was approved 3-0.

Mr. Oliver administered the oath of office to Sandy Gehring. Mr. Oliver noted that Seat 2 remained vacant. This seat was formerly held by Chris Hill of Pulte. He also noted that Seat 4 will become vacant upon sale of home and move out of the CDD by Chris d'Aquin.

A. Acceptance of Resignation from Supervisor Dodson & Supervisor Lancaster

Mr. Oliver presented the resignations from Supervisor Dodson and Supervisor Lancaster to the Board. The Board motioned to accept the resignations.

On MOTION by Mr. Sheldon, seconded by Mr. d'Aquin, with all in favor, Accepting the Resignations from Supervisor Dodson and Supervisor Lancaster, was approved 4-0.

C. Oath of Office for Newly Appointed Supervisor(s)

Mr. Oliver briefly reviewed the Sunshine Law and the Public Records Law with the newly appointed Supervisors. He noted he will review the other required documents with the newly appointed Supervisors after this meeting. Mr. Haber reviewed the Code of Ethics and further explained the Sunshine Law and the Public Records Law with Ms. Crenier and Ms. Gehring.

D. Election of Officers, Resolution 2024-04

Mr. Oliver presented Resolution 2024-04 to the Board. Mr. Sheldon was appointed to serve as Chairman, Mr. d'Aquin as Vice Chairman and the other two new Supervisors will be Assistant Secretaries.

On MOTION by Mr. d'Aquin, seconded by Mr. Sheldon, with all in favor, Election of Officers, Resolution 2024-04, was approved 4-0.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the May 1, 2024 Meeting

Mr. Oliver presented the meeting minutes from the regular May 1, 2024 Board of Supervisor's meeting.

On MOTION by Mr. d'Aquin, seconded by Mr. Sheldon, with all in favor, the Minutes of the May 1, 2024 Board of Supervisor's Meeting, were approved 4-0.

FIFTH ORDER OF BUSINESS

Fiscal Year 2025 Budget

A. Overview of Budget

Mr. Oliver discussed the budget process and how it works. He explained that as a CDD, they are required to approve a budget by June 15 of each year and set a public hearing no sooner than 60 days after the budget has been approved, which they have done both. When they approved the budget at their May meeting, an increase in assessments was forecasted. But through discussion, the Board landed on a budget that would keep per unit assessments the same. He pointed out that there is budget growth that occurred, but that has been taken out by the additional platted lots that the District has now.

Mr. Oliver reviewed the assessment table on the last page of the budget. They focused tonight on the O&M budget. He noted there is nothing they can do with the debt service budget tonight. In the annual maintenance assessments, the current assessment for FY 2024 showed \$1,001.98 and it drops to \$1,000.55 for FY 2025, which is a very slight reduction in the assessment. He pointed out that the most important thing is that there is not an increase in the budget.

Mr. Oliver pointed out that this is not a use-it or lose-it budget. He explained that anything that this Board is able to save the District through good stewardship, remains with the District. He also pointed out that anytime during the budget hearing, they can amend the budget as well as move money among line items. Mr. Sheldon asked Mr. Oliver to explain how he came to this particular budget. Mr. Oliver explained that one thing they look at is the actuals. They adopted a budget this time last year for the FY 2024 budget. He stated as they look through the budget as

things are executed through the year, they can see whether or not they are meeting those targets and if they're likely to go over for the next year.

Mr. Oliver stated the four main budgets that are part of this document are the general fund (operations and maintenance budget), some line item narratives, which is followed by the debt service budget for the Series 2016, 2021 and 2022 bonds. He explained that the bonds were issued in individual series as the phases of the development were built. He noted that these debt service funds, when they have the assessment hearings for each of those when the bonds were issued, they set what the assessments were. Those assessments are now at a fixed rate. He pointed out that it could be that once they hit the ten year call period, they are in a position to refund or refinance those bonds at a lower rate. They will be approaching that in a couple of years for the 2016 funds. Right now, the debt service consist of collecting assessments, paying down debt, and making the annual principal payment and the two semi-annual interest payments that are made on November 1st and May 1st. He explained that as those collections are made through the county tax collectors, they come to their office, they are deposited into the general fund as well as those three debt service fund. He added that the Trustee, Bank of New York, are the ones that make the payment to the bond holders. He reviewed the capital reserve fund stating they are starting to build the capital reserves, so they have money for repairs and replacements of their capital assets of the District. The assessment schedule was already discussed. The budget was reviewed and discussed.

B. Public Hearing on Adopting the Budget for Fiscal Year 2025

Mr. Oliver asked to open the public hearing for public comment.

On MOTION by Mr. Sheldon, seconded by Ms. Crenier, with all in favor, Opening the Public Hearing, was approved 4-0.

Mr. Oliver asked for public comments to the Board regarding the budget.

A member of the public asked for an explanation of the new cameras and what is going on with that. Mr. Oliver asked this member of the public to hold this question because they are going to discuss this agreement later in this meeting. He did explain that the District contractor with the company that has a camera system that monitors the amenity center in other areas remotely. The member of the public asked about cars sitting in the parking lot after hours and some doing donuts. Mr. Oliver wasn't sure that this system will help with that situation, but he explained that a lot of

the Districts in the area contract with St. Johns Sheriff's Office on an off-duty basis and they can really make an impact. He stated that may be their best solution to a situation like that.

A member of the public asked about the parking in the clubhouse area. He explained that through their HOA meetings on their side of the neighborhood, they are encouraging residents that have guests to park in the parking lot overnight because they can't park in the roads or the streets. Ms. Lambert responded that if people want to park in the parking lot, they have to call her and ask for permission. They have a tow away policy there that if they are there overnight without permission, she can put a sticker on any car that has been sitting there and it can be towed away.

Hearing no other public comments, Mr. Oliver asked to close the public hearing.

On MOTION by Mr. Sheldon, seconded by Ms. Crenier, with all in favor, Closing the Public Hearing, was approved 4-0.

1. Consideration of Resolution 2024-05, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2025

Mr. Haber presented Resolution 2024-05 to the Board. He stated this is a two-step process. At the prior meeting, they took the first step by approving the proposed budget. That budget was provided to the county 60 days in advance of today's hearing. This resolution is their formal adoption of the budget. Upon the Board's passing of this resolution, the budget will be adopted in final form, and it appropriates the funds as set forth in the various line items in the budget. He explained that doesn't mean that the Board can't move one line item to another if it becomes necessary later in the year. But this is the budget that when they post on the District's webpage, people will look to see what the District's final budget is. He further explained that this Board's adoption of this budget will be their final action in their formal appropriation and adoption of the dollar amounts in the budget.

On MOTION by Ms. Crenier, seconded by Mr. d'Aquin, with all in favor, Resolution 2024-05, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2025, was approved 4-0.

2. Consideration of Resolution 2024-06, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2025

Mr. Haber presented Resolution 2024-06 to the Board. He stated this resolution levies the O&M assessments based on the amount of the budget that they just adopted and allocates those assessments across all the platted lots within the community. The debt assessments are already levied, but this resolution certifies for collection both the O&M assessments and debt assessments to the St. Johns County tax collector. This means Mr. Oliver's office will provide an assessment roll, which is a document that lists all the private property owned within the boundaries of the District, who the property owner is, and the amount that the CDD is assessing for both the debt and the O&M. Those amounts will then appear on the ad valorem tax bill that each of those properties receive in November of 2024.

On MOTION by Mr. Sheldon, seconded by Ms. Crenier, with all in favor, Resolution 2024-06, Imposing Special Assessment and Certifying an Assessment Roll for Fiscal Year 2025, was approved 4-0.

SIXTH ORDER OF BUSINESS

Ratification of Agreement with Envera Systems

Mr. Oliver stated two meetings ago, the Board considered a security camera system and monitoring services from two vendors. After both presentations by the vendors, Envera Systems had the lower price and better product. This was executed by the former Chairman. The installation date is mid-September. He stated the highlights of this particular agreement is the discounted price to install the cameras at \$16,500, which came down from about \$24,000. He noted they will also have a monitoring monthly cost of \$582.85 and around \$7,000 a year. It monitors just when the facility is closed.

On MOTION by Mr. d' Aquin, seconded by Mr. Sheldon, with all in favor, the Agreement with Envera Systems, was ratified 4-0.

SEVENTH ORDER OF BUSINESS

Ratification of Proposal from Landcare Group for Landscape Maintenance Services

Mr. Oliver presented the proposal from Landcare Group for the landscape maintenance services. Counsel will prepare an agreement.

On MOTION by Mr. d'Aquin, seconded by Mr. Sheldon, with all in favor, the Proposal from Landcare Group for Landscape Maintenance Services and Directing Counsel to Prepare an Agreement, was ratified 4-0.

EIGHTH ORDER OF BUSINESS

Discussion of CDD Goals & Objectives

Mr. Oliver stated during the last legislative session, the Senate in house approved legislation requiring that special Districts throughout Florida set goals and objectives, review them on a quarterly basis, and provide a report to the legislature at the end of the year what was accomplished. He presented a document showing a number of objectives and goals that are exactly what are required of the District anyway. He explained that they just want to show that they are setting those goals and objectives.

On MOTION by Ms. Crenier, seconded by Mr. d'Aquin, with all in favor, the CDD Goals & Objectives, was approved 4-0.

NINTH ORDER OF BUSINESS

Ratification of Requisitions:

- A. Series 2021 Requisition (50)**
- B. Series 2022 Requisition (10)**

Mr. Oliver presented Series 2021 Requisition (50) and Series 2022 Requisition (10) to the Board and offered to answer any questions. After discussion, there was a motion to ratify the requisitions.

On MOTION by Mr. d'Aquin, seconded by Mr. Sheldon, with all in favor, the Series 2021 Requisition (50) and Series 2022 Requisition (10), were ratified 4-0.

TENTH ORDER OF BUSINESS

Other Business

Mr. Oliver stated there seems to be some information coming out from the HOA that is counter to what the CDD may be saying including overnight parking and perhaps some other security measures. Discussion ensued on alleged HOA guidance to direct neighborhood overflow parking to CDD Amenity Center parking lot, which conflicts with CDD policies. The CDD will seek input from each of the five HOAs and their proposed solutions.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber stated that the two new Board members may hear discussion on the ethics training requirement, but because they weren't appointed until after March 31, it's not an obligation they will have for calendar year 2024. But in calendar year 2025, the two new Board members will have the obligation to fulfill the four hours of ethics training.

B. Engineer

Mr. Oliver noted that there was nothing shared from the engineer today.

C. District Manager – Discussion of Fiscal Year 2025 Meeting Schedule

Mr. Oliver stated they have the proposed schedule for FY 2025, which follows the old schedule. He noted that they are likely to meet more frequently than this. He added that they don't need to set the schedule tonight, but if they were to adopt this, they can change it at the next meeting. He suggested having a meeting sometime in September, which can be like a CDD workshop. The public will be welcome to the workshop. The Board agreed for the recording Secretary to contact each of the Supervisors to come up with some date options for the workshop.

On MOTION by Mr. d' Aquin, seconded by Mr. Sheldon, with all in favor, the Fiscal Year 2025 Meeting Schedule, was approved 4-0.

D. General Manager – Report

Ms. Lambert stated she submitted her report to the Board. She was happy to answer any questions. Mr. d'Aquin asked if the chairs were currently out for repairs now. Ms. Lambert responded that they are currently out for repairs. Mr. d'Aquin asked for an estimate on when they will be returned. Ms. Lambert responded September or October. There was a question about the

possible addition of a small rental fee for the clubhouse and if this was something they should discuss in the September meeting. Mr. Oliver responded that would be a good time to do it because if they do decide they are going to set fees, that will springboard them to set a public hearing to consider rates.

Mr. Johnson presented his report to the Board. He was happy to answer any questions. Mr. Sheldon commented that the awareness to the community that portions of the mitigation land are now under CDD title. He stated they need to take into consideration some of their responsibilities in how the safety and management of the areas exist. The wildlife management was discussed. The question was asked if there is an animal issue in the now owned CDD property, is the remediation now a CDD responsibility as opposed to the individual neighborhoods. Mr. d'Aquin responded that if something is happening on CDD property, it's the CDD's responsibility. And if it's happening within the neighborhoods controlled by the HOA or by the individual resident, then it's their responsibility. The response was that the wildlife in question doesn't care what neighborhood it's in, so who should pay for that. Mr. d'Aquin responded that would be a really good discussion to have. Mr. Oliver responded that a lot of times signage helps. The question was asked if they can address this at the next meeting. Mr. Oliver responded yes. He pointed out that since the District owns the land, they have the authority to take action. A resident asked how often the geese droppings get cleaned. The response was that they are doing their best to keep up with it. It was also noted that around the community there is coyotes and windmills to deter the geese from wondering into the areas. There comment about the irrigation system on Bannon Lakes Boulevard running when it shouldn't be during or after a lot a rain and it's costing a lot of money. The response was that the irrigation system runs on a control panel, and it runs on its own. Mr. Johnson offered to do research to find out if they have more ways to control the irrigation system if it does rain.

TWELFTH ORDER OF BUSINESS

Audience Comments

A resident asked why they didn't stripe the rest of the road. Mr. Oliver responded that he would investigate and get a firm answer.

A resident asked for a visual showing what areas are the CDDs, HOAs, counties, etc. The response was to go to the tax assessors webpage and type in Bannon Lakes.

A resident asked if the CDD was taking over all of the waterways. Mr. Oliver responded that is going to be something that is going to be investigated to see if it will be more cost efficient for the District and all the residents.

THIRTEENTH ORDER OF BUSINESS Supervisor’s Requests

Mr. d’Aquin stated if this is his last meeting, he hopes that everybody that he has talked with and people who have come to the meeting have felt like he has tried to ask questions and find out what people are thinking, how they feel about different things and that he has been a good representative. He added that has been his goal. He was the first resident on the Board with four developer Board members. He stated it has been an honor to serve and he hopes everyone feels like he has done an honorable job. He thanked everyone. Mr. Oliver responded that he hopes Mr. d’Aquin comes back to a meeting so they can properly recognize him.

FOURTEENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending June 30, 2024

Mr. Oliver presented the unaudited financials as of June 30, 2024. There were no unusual variances on the income statement. They have a balance of \$68,821 and they will be adding \$45,000 in this next fiscal year.

B. Assessment Receipt Schedules

Mr. Oliver stated the District is fully collected for FY 2024.

C. Approval of Check Register

Mr. Oliver presented the check register for the General Fund to the Board.

On MOTION by Mr. Sheldon, seconded by Mr. d’Aquin, with all in favor, the Check Register, was approved 4-0.

FIFTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – To Be Determined @ 1:00 p.m. at the World Golf Renaissance Hotel

Mr. Oliver stated the next meeting date will be sometime in September.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. d' Aquin, seconded by Ms. Crenier, with all in favor, the meeting was adjourned 4-0.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

FIFTH ORDER OF BUSINESS

**Bannon Lakes
Community Development District**

ANNUAL FINANCIAL REPORT

September 30, 2023

Bannon Lakes Community Development District

ANNUAL FINANCIAL REPORT

September 30, 2023

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REPORT OF INDEPENDENT AUDITORS

To the Board of Supervisors
Bannon Lakes Community Development District
St. Johns County, Florida

Report on Audit of the Financial Statements

Opinion

We have audited the financial statements of the governmental activities and each major fund of Bannon Lakes Community Development District (the "District"), as of and for the year ended September 30, 2023, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Bannon Lakes Community Development District as of September 30, 2023, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

To the Board of Supervisors
Bannon Lakes Community Development District

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for one year beyond the financial statement date, including currently known information that may raise substantial doubt thereafter.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore, is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

To the Board of Supervisors
Bannon Lakes Community Development District

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated September 23, 2024 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts.

The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Bannon Lakes Community Development District's internal control over financial reporting and compliance.

*Berger Toombs Elam
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

September 23, 2024

**Bannon Lakes Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2023**

Management's discussion and analysis of Bannon Lakes Community Development District's (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

OVERVIEW OF THE FINANCIAL STATEMENTS

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by the private-sector. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position is reported in three categories; 1) net investment in capital assets, 2) restricted and 3) unrestricted. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities funded by the District include general government, physical environment, culture/recreation, and debt service.

Fund financial statements present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**Bannon Lakes Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2023**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Fund financial statements include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual**, is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the statement of revenues, expenditures, and changes in fund balances provide reconciliations to facilitate this comparison between governmental funds and governmental activities.

Notes to financial statements provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets, and long-term debt are some of the items included in the *notes to financial statements*.

Financial Highlights:

The following are the highlights of financial activity for the year ended September 30, 2023.

- The District's total assets were exceeded by total liabilities by \$(5,375,003) (net position). Net investment in capital assets was \$(1,545,701) and restricted net position was \$462,613. Unrestricted net position was \$(4,291,915).
- Governmental activities revenues totaled \$1,986,829 while governmental activities expenses totaled \$2,208,361.

**Bannon Lakes Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2023**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District

The following schedule provides a summary of the assets, deferred outflows of resources, liabilities and net position of the District.

Net Position

	Governmental Activities	
	2023	2022
Current assets	\$ 343,131	\$ 410,434
Restricted assets	2,845,251	3,177,030
Capital assets	18,912,726	19,178,934
Total Assets	22,101,108	22,766,398
Current liabilities	1,029,980	930,197
Non-current liabilities	26,446,131	26,989,672
Total Liabilities	27,476,111	27,919,869
Net position - net investment in capital assets	(1,545,701)	(1,235,479)
Net position-restricted	462,613	693,901
Net position-unrestricted	(4,291,915)	(4,611,893)
Total Net Position	\$ (5,375,003)	\$ (5,153,471)

The decrease in current assets and restricted assets is related to expenditures exceeding revenues at the fund level in the current year.

The decrease in capital assets is related to depreciation exceeding capital additions in the current year.

The increase in current liabilities is mainly related to the increase in the current portion of bonds payable in the current year.

The decrease in non-current liabilities is related to the principal payments in the current year.

**Bannon Lakes Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2023**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District (Continued)

The following schedule provides a summary of the changes in net position of the District.

Change in Net Position

	Governmental Activities	
	2023	2022
Program Revenues		
Charges for services	\$ 1,844,549	\$ 1,699,966
Operating contributions	38,072	-
General Revenues		
Investment earnings	103,390	6,014
Miscellaneous revenues	818	175,496
Total Revenues	<u>1,986,829</u>	<u>1,881,476</u>
Expenses		
General government	116,427	102,150
Physical environment	645,946	574,006
Culture and recreation	311,955	258,143
Interest and other charges	<u>1,134,033</u>	<u>1,346,690</u>
Total Expenses	<u>2,208,361</u>	<u>2,280,989</u>
Change in Net Position	(221,532)	(399,513)
Net Position - Beginning of Year	<u>(5,153,471)</u>	<u>(4,753,958)</u>
Net Position - End of Year	<u>\$ (5,375,003)</u>	<u>\$ (5,153,471)</u>

The increase in charges for services is primarily related to the increase in special assessments in the current year.

The decrease in miscellaneous revenues is related to monies received from the homeowner's association in relation to a joint project in the prior year.

The increase in physical environment is related to the increase in landscape expenses in the current year.

The increase in culture/recreation is primarily related to the increase in special events, pool chemicals, and maintenance expenses in the current year.

The decrease in interest and other charges is related to the decrease in bonds outstanding in the current year.

**Bannon Lakes Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2023**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Capital Assets Activity

The following schedule provides a summary of the District's capital assets as of September 30, 2023 and 2022.

<u>Description</u>	<u>Governmental Activities</u>	
	<u>2023</u>	<u>2022</u>
Construction in progress	\$ 11,823,014	\$ 11,788,700
Buildings and improvements	3,713,738	3,713,738
Infrastructure	4,721,061	4,721,061
Equipment	200,614	190,914
Accumulated depreciation	<u>(1,545,701)</u>	<u>(1,235,479)</u>
Total Capital Assets (Net)	<u>\$ 18,912,726</u>	<u>\$ 19,178,934</u>

During the year, depreciation was \$310,222 and additions to construction in progress was \$34,314 and additions to equipment was \$9,700.

General Fund Budgetary Highlights

The budgeted expenditures exceeded actual expenditures primarily because legal expenditures were less than anticipated.

The September 30, 2023 budget was amended because landscape and repairs and maintenance expenditures were more than originally anticipated.

Debt Management

Governmental Activities debt includes the following:

- ◆ In January 2016, the District issued \$11,850,000 Special Assessment Bonds, Series 2016. The Bonds were issued to provide funds to finance the cost of acquisition, construction, installation, and equipping of the 2016 Project. The balance outstanding at September 30, 2023 was \$10,620,000.
- ◆ In January 2021, the District issued \$7,415,000 Special Assessment Bonds, Series 2021. The Bonds were issued to provide funds to finance the cost of acquisition, construction, installation, and equipping of the 2021 Project. The balance outstanding at September 30, 2023 was \$7,110,000.
- ◆ In March 2022, the District issued \$9,135,000 Special Assessment Bonds, Series 2022. The Bonds were issued to provide funds to finance the cost of acquisition, construction, installation, and equipping of the 2022 Project. The balance outstanding at September 30, 2023 was \$9,135,000.

**Bannon Lakes Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2023**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Economic Factors and Next Year's Budget

Bannon Lakes Community Development District does not expect any economic factors to have a significant effect on the financial position or the results of operations of the District in fiscal year 2024.

Request for Information

The financial report is designed to provide a general overview of District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to Bannon Lakes Community Development District, c/o Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

Bannon Lakes Community Development District
STATEMENT OF NET POSITION
September 30, 2023

	Governmental Activities
ASSETS	
Current Assets	
Cash and cash equivalents	\$ 152,254
Investments	65,327
Due from other governments	17,152
Due from developer	68,662
Prepaid expenses	39,686
Deposits	50
Total Current Assets	343,131
Non-Current Assets	
Restricted assets	
Investments	2,845,251
Capital assets, not being depreciated	
Construction in progress	11,823,014
Capital assets, being depreciated	
Infrastructure	4,721,061
Buildings and improvements	3,713,738
Equipment	200,614
Less: accumulated depreciation	(1,545,701)
Total Non-Current Assets	21,757,977
Total Assets	22,101,108
LIABILITIES	
Current Liabilities	
Accounts payable and accrued expenses	22,306
Accrued interest	472,674
Bonds payable	535,000
Total Current Liabilities	1,029,980
Non-Current Liabilities	
Bonds payable, net	26,446,131
Total Liabilities	27,476,111
NET POSITION	
Net investment in capital assets	(1,545,701)
Restricted for debt service	462,613
Unrestricted	(4,291,915)
Total Net Position	\$ (5,375,003)

See accompanying notes to financial statements.

**Bannon Lakes Community Development District
STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2023**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenues and Changes in Net Position Governmental Activities</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	
Primary government				
Governmental Activities				
General government	\$ (116,427)	\$ 97,740	\$ 5,801	\$ (12,886)
Physical environment	(645,946)	306,854	18,212	(320,880)
Culture and recreation	(311,955)	236,873	14,059	(61,023)
Interest and other charges	(1,134,033)	1,203,082	-	69,049
Total Governmental Activities	<u>\$ (2,208,361)</u>	<u>\$ 1,844,549</u>	<u>\$ 38,072</u>	<u>(325,740)</u>
General Revenues				
Investment earnings				103,390
Miscellaneous revenues				818
Total General Revenues				<u>104,208</u>
Changes in Net Position				(221,532)
Net Position - October 1, 2022				<u>(5,153,471)</u>
Net Position - September 30, 2023				<u>\$ (5,375,003)</u>

See accompanying notes to financial statements.

Bannon Lakes Community Development District
BALANCE SHEET -
GOVERNMENTAL FUNDS
September 30, 2023

	General	Debt Service	Capital Projects	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 152,254	\$ -	\$ -	\$ 152,254
Investments	65,327	-	-	65,327
Due from other funds	28,354	5,427	-	33,781
Due from other governments	5,695	11,457	-	17,152
Due from developer	38,072	30,590	-	68,662
Prepaid expenses	39,686	-	-	39,686
Deposits	50	-	-	50
Restricted assets				
Investments	-	1,726,363	1,118,888	2,845,251
Total Assets	\$ 329,438	\$ 1,773,837	\$ 1,118,888	\$ 3,222,163
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES				
Liabilities:				
Accounts payable and accrued expenses	\$ 22,306	\$ -	\$ -	\$ 22,306
Due to other funds	5,427	-	28,354	33,781
Total Liabilities	27,733	-	28,354	56,087
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenues	38,072	-	-	38,072
Fund Balances:				
Nonspendable - prepaid expenses/deposits	39,736	-	-	39,736
Restricted - capital projects	-	-	1,090,534	1,090,534
Restricted - debt service	-	1,773,837	-	1,773,837
Assigned capital projects	171,468	-	-	171,468
Unassigned	52,429	-	-	52,429
Total Fund Balances	263,633	1,773,837	1,090,534	3,128,004
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 329,438	\$ 1,773,837	\$ 1,118,888	\$ 3,222,163

See accompanying notes to financial statements.

Bannon Lakes Community Development District
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES
TO NET POSTION OF GOVERNMENTAL ACTIVITIES
September 30, 2023

Total Governmental Fund Balances	\$ 3,128,004
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets, construction in progress, \$11,823,014, buildings and improvements, \$3,713,738, infrastructure, \$4,721,061, and equipment, \$200,614, net of accumulated depreciation, \$(1,545,701), used in governmental activities are not financial resources and; therefore, are not reported at the fund level.	18,912,726
Long-term liabilities, including bonds payable, \$(26,835,000), and bond premium, net, \$(198,370), net of bond discount, net, \$82,239, are not due and payable in the current period and; therefore, are not reported at the fund level.	(26,981,131)
Unavailable revenues are recognized as deferred inflows of resources at the fund level, however, revenue is recognized when earned at the government-wide level.	38,072
Accrued interest expense for long-term debt is not a current financial use and; therefore, is not reported in the funds.	<u>(472,674)</u>
Net Position of Governmental Activities	<u>\$ (5,375,003)</u>

See accompanying notes to financial statements.

Bannon Lakes Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES - GOVERNMENTAL FUNDS
For the Year Ended September 30, 2023

	General	Debt Service	Capital Projects	Total Governmental Funds
Revenues				
Special assessments	\$ 641,467	\$ 1,203,082	\$ -	\$ 1,844,549
Investment earnings	4,841	63,079	35,470	103,390
Miscellaneous revenues	818	-	-	818
Total Revenues	<u>647,126</u>	<u>1,266,161</u>	<u>35,470</u>	<u>1,948,757</u>
Expenditures				
Current				
General government	116,427	-	-	116,427
Physical environment	365,519	-	-	365,519
Culture and recreation	282,160	-	-	282,160
Capital outlay	9,700	-	34,314	44,014
Debt service				
Principal	-	360,000	-	360,000
Interest	-	1,143,042	-	1,143,042
Total Expenditures	<u>773,806</u>	<u>1,503,042</u>	<u>34,314</u>	<u>2,311,162</u>
Net change in fund balances	(126,680)	(236,881)	1,156	(362,405)
Fund Balances - October 1, 2022	<u>390,313</u>	<u>2,010,718</u>	<u>1,089,378</u>	<u>3,490,409</u>
Fund Balances - September 30, 2023	<u>\$ 263,633</u>	<u>\$ 1,773,837</u>	<u>\$ 1,090,534</u>	<u>\$ 3,128,004</u>

See accompanying notes to financial statements.

Bannon Lakes Community Development District
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2023

Net Change in Fund Balances - Total Governmental Funds	\$ (362,405)
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets are allocated over their estimated useful lives as depreciation. This is the amount that depreciation, \$(310,222), exceeded capital outlay, \$44,014, in the current period.	(266,208)
Repayments of bond principal are expenditures in the governmental funds, but the repayments reduce long-term liabilities in the Statement of Net Position.	360,000
Amortization of bond premium/discount reported at the government-wide level does not require the use of current financial resources and therefore, is not reported as an expenditure at the fund level. This is the current net change.	3,541
Unavailable revenues are recognized as deferred inflows of resources at the fund level, however, revenues are recognized when earned at the government-wide level. This is the current year change in unavailable revenues.	38,072
The change in accrued interest on long-term liabilities is recorded in the Statement of Activities but not in the fund financial statements.	<u>5,468</u>
Change in Net Position of Governmental Activities	<u>\$ (221,532)</u>

See accompanying notes to financial statements.

Bannon Lakes Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES - BUDGET AND ACTUAL - GENERAL FUND
For the Year Ended September 30, 2023

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
Revenues				
Special assessments	\$ 633,403	\$ 635,773	\$ 641,467	\$ 5,694
Developer contributions	42,164	42,164	-	(42,164)
Investment earnings	150	4,542	4,841	299
Miscellaneous revenues	300	818	818	-
Total Revenues	<u>676,017</u>	<u>683,297</u>	<u>647,126</u>	<u>(36,171)</u>
Expenditures				
Current				
General government	122,512	119,640	116,427	3,213
Physical environment	285,706	362,511	365,519	(3,008)
Culture and recreation	275,135	286,232	282,160	4,072
Capital outlay	10,000	10,000	9,700	300
Total Expenditures	<u>693,353</u>	<u>778,383</u>	<u>773,806</u>	<u>4,577</u>
Net change in fund balances	(17,336)	(95,086)	(126,680)	(31,594)
Fund Balances - October 1, 2022	<u>142,268</u>	<u>390,313</u>	<u>390,313</u>	<u>-</u>
Fund Balances - September 30, 2023	<u>\$ 124,932</u>	<u>\$ 295,227</u>	<u>\$ 263,633</u>	<u>\$ (31,594)</u>

See accompanying notes to financial statements.

Bannon Lakes Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

1. Reporting Entity

The District was established on September 21, 2015, by Ordinance 2015-60 of the St. Johns County, Florida Board of County Commissioners, pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing or re-constructing, enlarging or extending, equipping, operating and maintaining water management, bridges or culverts, district roads, landscaping, street lights and other basic infrastructure projects within or without the boundaries of the Bannon Lakes Community Development District. The District is governed by a five-member Board of Supervisors who are elected for four year terms. The District operates within the criteria established by Chapter 190, Florida Statutes.

As required by GAAP, these financial statements present Bannon Lakes Community Development District (the primary government) as a local unit of special-purpose government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria, as set forth in Governmental Accounting Standards, the District has identified no component units.

2. Measurement Focus and Basis of Accounting

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

a. Government-wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are primarily supported by special assessments and interest. Program revenues are netted with program expenses in the Statement of Activities to present the net cost of each program.

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

b. Fund Financial Statements

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds

The District implemented the Governmental Accounting Standards Board Statement 54 – *Fund Balance Reporting and Governmental Fund Type Definitions*. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. The classifications include non-spendable, restricted, committed, assigned and unassigned.

The District has various policies governing the fund balance classifications.

Nonspendable Fund Balance – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

Restricted Fund Balance – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Committed Fund Balance – This classification consists of amounts that can only be used for specific purposes pursuant to the constraints imposed by a formal action of the government's highest level of decision making authority.

Assigned Fund Balance – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

Unassigned Fund Balance – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

Fund Balance Spending Hierarchy – When restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds (Continued)

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of “available spendable resources”. Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. In addition, the proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

3. Basis of Presentation

a. Governmental Major Funds

General Fund – The General Fund is the District’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Debt Service Funds – Accounts for debt service requirements to retire the special assessment bonds. The bond series are secured by a pledge of all available special assessment revenues in any fiscal year related to the improvements and a first lien on the special assessment revenues from the District lien on all acreage of benefited land.

Capital Projects Fund – Accounts for construction of infrastructure improvements within the District.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

3. Basis of Presentation (Continued)

b. Non-current Governmental Assets/Liabilities

GASB Statement 34 requires that non-current governmental assets, such as infrastructure and improvements, and non-current governmental liabilities, such as general obligation bonds, be reported in the governmental activities column in the government-wide Statement of Net Position.

4. Assets, Liabilities, Deferred Inflows of Resources, and Net Position or Equity

a. Cash and Investments

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;
4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

Cash equivalents include time deposits and certificates of deposit with original maturities of three months or less and held in a qualified public depository as defined by Section 280.02, Florida Statutes.

**Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2023**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

**4. Assets, Liabilities, Deferred Inflows of Resources, and Net Position or Equity
(Continued)**

b. Restricted Assets

Certain assets of the District and a corresponding liability or portion of net position is classified as restricted assets on the statement of net position because their use is limited either by law through constitutional provisions or enabling legislation, or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted assets, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

c. Capital Assets

Capital assets, which include construction in progress, buildings and improvements, infrastructure, and equipment are reported in the governmental activities column in the government-wide statements.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of two years. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation of capital assets is computed and recorded by utilizing the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows:

Infrastructure	30 years
Buildings and improvements	10-30 years
Equipment	7 years

d. Budgets

Budgets are prepared and adopted after a public hearing for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general and debt service funds.

**Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2023**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Liabilities, Deferred Inflows of Resources, and Net Position or Equity (Continued)

e. Unamortized Bond Premium/Discount

Bond premiums/discounts are presented on the government-wide financial statements. The premium/discount is amortized over the life of the bonds. For financial reporting, the unamortized bond premium/discount is netted with the applicable long-term debt.

f. Deferred Inflows of Resources

Deferred inflows of resources represent an acquisition of net position that applies to a future reporting period(s) and so will not be recognized as an inflow of resources (revenue) until then. The District only has one time that qualifies for reporting in the category. Unavailable revenues are reported only in the governmental funds balance sheet. This amount is deferred and recognized as an inflow of resources in the period that amounts become available.

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position

“Total fund balances” of the District’s governmental funds, \$3,128,004, differs from “net position” of governmental activities, \$(5,375,003), reported in the Statement of Net Position. This difference primarily results from the long-term economic focus of the Statement of Net Position versus the current financial resources focus of the Governmental Fund Balance Sheet. The effect of the differences is illustrated below.

Capital related items

When capital assets (infrastructure and improvements that are to be used in governmental activities) are purchased or constructed, the cost of those assets is reported as expenditures in governmental funds. However, the Statement of Net Position included those capital assets among the assets of the District as a whole.

Construction in progress	\$	11,823,014
Buildings and improvements		3,713,738
Infrastructure		4,721,061
Equipment		200,614
Accumulated depreciation		(1,545,701)
Total		\$ 18,912,726

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2023

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)

1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position (Continued)

Long-term debt transactions

Long-term liabilities applicable to the District’s governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities (both current and long-term) are reported in the Statement of Net Position.

Bonds payable	\$ (26,865,000)
Bond discount, net	82,239
Bond premium, net	<u>(198,370)</u>
Total	<u>\$ (26,981,131)</u>

Unavailable revenues

Unavailable revenues are recognized as deferred inflows of resources at the fund level, However, revenues are recognized when earned at the government-wide level.

Unavailable revenues	<u>\$ 38,072</u>
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Accrued interest

Accrued liabilities in the Statement of Net Position differ from the amount reported in governmental funds due to the accrued interest on bonds.

Accrued interest	<u>\$ (472,674)</u>
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2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities

The “net change in fund balances” for government funds, \$(362,405), differs from the “change in net position” for governmental activities, \$(221,532), reported in the Statement of Activities. The differences arise primarily from the long-term economic focus of the Statement of Activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated below.

Capital related items

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the Statement of Activities, the costs of those assets are allocated over their estimated useful lives as depreciation. The following is the amount of depreciation in excess of current year capital asset acquisitions:

Depreciation	\$ (310,222)
Capital outlay	44,014
Total	<u>\$ (266,208)</u>

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2023

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)

2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities (Continued)

Long-term debt transactions

The issuance of new long-term debt and repayments of bond principal are reported as an other financing source or expenditures at the fund level and, thus, have the effect of affecting fund balance because current financial resources have been provided or used.

Bond principal payments	\$ <u>360,000</u>
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Some expenses reported in the Statement of Activities do not require the use of current financial resources, therefore, are not reported as expenditures in governmental funds.

Change in accrued interest payable	\$ <u>5,468</u>
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Amortization of bond premium/discount, net	\$ <u>3,541</u>
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Unavailable revenues

Unavailable revenues are recognized as deferred inflows of resources at the fund level. However, revenues are recognized when earned at the government-wide level. This is the current year change in unavailable revenues.

Change in unavailable revenues	\$ <u>38,072</u>
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NOTE C – CASH AND INVESTMENTS

All deposits are held in qualified public depositories and are included on the accompanying balance sheet and statement of net position as cash and investments.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned. The investment policy of the District follows the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2023, the District's bank balance was \$187,382 and the carrying value was \$152,254. The District controls its exposure to custodial credit risk because it maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2023

NOTE C – CASH AND INVESTMENTS

Investments

As of September 30, 2023, the District had the following investments and maturities.

Investment	Maturity	Fair Value
Dreyfus Treasury Securities		
Cash Management	30 days*	\$ 2,845,251
Florida PRIME	35 days*	65,327
Total		\$ 2,910,578

* Weighted Average Maturity

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that use the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

Based on the criteria in the preceding paragraph, the investments in Dreyfus Treasury Securities Cash Management are Level 1 assets.

The District's investment policy allows management to invest funds in investments permitted under Section 218.415, Florida Statutes. The investment in Florida PRIME is measured at amortized cost. Florida PRIME has established policies and guidelines regarding participant transactions and the authority to limit or restrict withdrawals or impose a penalty for an early withdrawal. As of September 30, 2023, there were no redemption fees, maximum transaction amounts, or any other requirement that would limit daily access to 100 percent of the account value.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2023

NOTE C – CASH AND INVESTMENTS (CONTINUED)

Interest Rate Risk

The District monitors investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The District's investments in treasury funds, and government loans are limited by state statutory requirements and bond compliance. The District has no investment policy that would further limit its investment choices. The District's investment in Dreyfus Treasury Securities Cash Management and Florida PRIME were rated AAAm by Standard & Poor's.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one fund. The investment in Florida PRIME was 2% of the District's total investments as of September 30, 2023. The investment in Dreyfus Treasury Securities Cash Management was 98% of the District's investments.

The types of deposits and investments and their level of risk exposure as of September 30, 2023 were typical of these items during the fiscal year then ended. The District considers any decline in fair value for certain investments to be temporary. In addition, the District has the ability to hold investments to maturity which may have fair values less than cost. The District's investments are recorded at fair value.

NOTE D – SPECIAL ASSESSMENT REVENUES

Special assessment revenues recognized for the 2022-2023 fiscal year were levied in August 2022. All assessments are payable on November 1 or as soon as the assessment roll is certified and delivered to the Tax Collector. Per Section 197.162, Florida Statutes, discounts are allowed for early payment at the rate of 4% in November, 3% in December, 2% in January, and 1% in February. Assessments paid in March are without discount. All unpaid assessments become delinquent as of April 1. Virtually all unpaid assessments that were on the assessment roll certified and delivered to the Tax Collector are collected via the sale of tax certificates on or prior to June 1. For certain parcels, the District bills and collects the annual assessments.

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2023

NOTE E – CAPITAL ASSETS

Capital Asset activity for the year ended September 30, 2023 was as follows:

	Balance October 1, 2022	Additions	Deletions	Balance September 30, 2023
<u>Governmental Activities:</u>				
Capital assets, not being depreciated:				
Construction in progress	\$ 11,788,700	\$ 34,314	\$ -	\$ 11,823,014
Capital assets, being depreciated:				
Infrastructure	4,721,061	-	-	4,721,061
Buildings and improvements	3,713,738	-	-	3,713,738
Equipment	190,914	9,700	-	200,614
Total Capital Assets, Being Depreciated	<u>8,625,713</u>	<u>9,700</u>	<u>-</u>	<u>8,635,413</u>
Less accumulated depreciation for:				
Infrastructure	(629,476)	(157,369)	-	(786,845)
Buildings and improvements	(497,809)	(125,257)	-	(623,066)
Equipment	(108,194)	(27,596)	-	(135,790)
Total Accumulated Depreciation	<u>(1,235,479)</u>	<u>(310,222)</u>	<u>-</u>	<u>(1,545,701)</u>
Governmental Activities Capital Assets	<u>\$ 19,178,934</u>	<u>\$ (266,208)</u>	<u>\$ -</u>	<u>\$ 18,912,726</u>

Depreciation of \$280,427 was charged to physical environment and \$29,795 to culture/recreation during the year.

**Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2023**

NOTE F – LONG-TERM DEBT

The following is a summary of activity in the long-term debt of the District for the year ended September 30, 2023:

Long-term debt is comprised of the following:

Long-term debt at October 1, 2022	\$ 27,225,000
Principal payments	(360,000)
Long-term debt at September 30, 2023	26,865,000
Less: bond discount, net	(82,239)
Plus: bond premium, net	198,370
Bonds Payable, Net at September 30, 2023	\$ 26,981,131

Long-term debt for Governmental Activities is comprised of the following:

<p>\$11,850,000 Special Assessment Bonds, Series 2016 due in annual principal installments beginning November 2019. Interest rates ranging from 4.50% to 5.00% is due May 1 and November 1 beginning May 2016. Current portion is \$210,000.</p>	\$ 10,620,000
<p>\$7,415,000 Special Assessment Bonds, Series 2021 are due in annual principal installments beginning May 2022 maturing May 2051. Interest at various rates between 2.50% and 4.00% is due May and November beginning May 2021. Current portion is \$155,000.</p>	7,110,000
<p>\$9,135,000 Special Assessment Bonds, Series 2022 are due in annual principal installments beginning May 2024 maturing May 2053. Interest at various rates between 2.875% and 4.00% is due May and November beginning May 2022. Current portion is \$170,000.</p>	9,135,000
Bond Payable at September 30, 2023	\$ 26,865,000

Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2023

NOTE F – LONG-TERM DEBT (CONTINUED)

The annual requirements to amortize the principal and interest of long-term debt outstanding as of September 30, 2023 are as follows:

Year Ending September 30,	Principal	Interest	Total
2024	\$ 535,000	\$ 1,129,693	\$ 1,664,693
2025	555,000	1,111,255	1,666,255
2026	575,000	1,092,099	1,667,099
2027	595,000	1,071,624	1,666,624
2028	625,000	1,048,830	1,673,830
2029-2033	3,490,000	4,853,305	8,343,305
2034-2038	4,310,000	4,048,300	8,358,300
2039-2043	5,325,000	3,022,250	8,347,250
2044-2048	6,625,000	1,718,075	8,343,075
2049-2053	4,230,000	402,625	4,632,625
Totals	<u>\$ 26,865,000</u>	<u>\$ 19,498,056</u>	<u>\$ 46,363,056</u>

Summary of Significant Bonds Resolution Terms and Covenants

The Series 2016 Bonds are subject to redemption at the option of the District prior to their maturity, in whole or in part, at any time after November 1, 2028 at a redemption price equal to the principal amount of the Series 2016 Bonds, together with accrued interest to the date of redemption.

The Series 2021 Bonds are subject to redemption at the option of the District prior to their maturity, in whole or in part, at any time after May 1, 2031 at a redemption price equal to the principal amount of the Series 2021 Bonds, together with accrued interest to the date of redemption.

The Series 2022 Bonds are subject to redemption at the option of the District prior to their maturity, in whole or in part, at any time after May 1, 2032 at a redemption price equal to the principal amount of the Series 2021 Bonds, together with accrued interest to the date of redemption.

The Series 2016, 2021, and 2022 Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Trust Indentures.

The Trust Indentures established certain amounts be maintained in a reserve account. In addition, the Trust Indenture has certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements.

**Bannon Lakes Community Development District
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2023**

NOTE F – LONG-TERM DEBT (CONTINUED)

Depository Funds

The bond resolutions establish certain funds and determines the order in which revenues are to be deposited into these funds. A description of the significant funds, including their purposes, is as follows:

1. Reserve Fund – The Series 2016, 2021, and 2022 Reserve Accounts were funded from the proceeds of the Series 2016, 2021, and 2022 Bonds, respectively, in amounts equal to 50% of the maximum annual debt service requirement for the Series 2016, 2021, and 2022 Bonds. Monies held in the reserve accounts will be used only for the purposes established in the Trust Indenture.

	Special Assessment Revenue Bonds	
	Reserve Balance	Reserve Requirement
Series 2016	\$ 370,625	\$ 370,500
Series 2021	\$ 207,150	\$ 207,150
Series 2022	\$ 260,900	\$ 260,900

NOTE G – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. These risks are covered by commercial insurance from independent third parties. Settled claims from these risks have not exceeded commercial insurance coverage over the past three years.

NOTE H – SUBSEQUENT EVENT

In November 2023, the District made a \$5,000 prepayment on the Series 2021 Special Assessment Revenue Bonds.

In May 2024, the District made a \$60,000 prepayment on the Series 2022 Special Assessment Revenue Bonds.



Berger, Toombs, Elam, Gaines & Frank

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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Supervisors
Bannon Lakes Community Development District
St. Johns County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements, as listed in the table of contents, of Bannon Lakes Community Development District, as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the basic financial statements and have issued our report thereon dated September 23, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit, we considered Bannon Lakes Community Development District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Bannon Lakes Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Bannon Lakes Community Development District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

To the Board of Supervisors
Bannon Lakes Community Development District

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Bannon Lakes Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Berger Toombs Elam
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

September 23, 2024



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

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MANAGEMENT LETTER

To the Board of Supervisors
Bannon Lakes Community Development District
St. Johns County, Florida

Report on the Financial Statements

We have audited the financial statements of the Bannon Lakes Community Development District as of and for the year ended September 30, 2023, and have issued our report thereon dated September 23, 2024.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with *AICPA Professionals Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated September 23, 2024, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations in the preceding financial audit report.

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not Bannon Lakes Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that Bannon Lakes Community Development District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

To the Board of Supervisors
Bannon Lakes Community Development District

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for Bannon Lakes Community Development District. It is management's responsibility to monitor the Bannon Lakes Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same as of September 30, 2023.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Specific Information

The information provided below was provided by management and has not been audited; therefore, we do not express an opinion or provide any assurance on the information.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the Bannon Lakes Community Development District reported:

- 1) The total number of District employees compensated in the last pay period of the District's fiscal year: 0
- 2) The total number of independent contractors to whom nonemployee compensation was paid in the last month of the District's fiscal year: 18
- 3) All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency: \$1,293
- 4) All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency: \$777,423
- 5) Each construction project with a total cost of at least \$65,000 approved by the District that is scheduled to begin on or after October 1, 2022, together with the total expenditures for such project: None
- 6) A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the District amends a final adopted budget under Section 189.016(6), Florida Statutes: The budget was amended, see below.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)8, Rules of the Auditor General, the Bannon Lakes Community Development District reported:

- 1) The rate or rates of non-ad valorem special assessments imposed by the District: The General Fund, \$882.95, and Debt Service Fund, \$1,799.83 - \$1,875.46.
- 2) The amount of special assessments collected by or on behalf of the District: Total special assessments collected was \$1,844,549.
- 3) The total amount of outstanding bonds issued by the District and the terms of such bonds: Series 2016 Bonds, \$10,620,000, maturing November 2048, Series 2021 Bonds, \$7,110,000, maturing May 2051, and Series 2022 Bonds, \$9,135,000 maturing May 2053.

To the Board of Supervisors
Bannon Lakes Community Development District

	Original Budget	Actual	Variance with Original Budget Positive (Negative)
Revenues			
Special assessments	\$ 633,403	\$ 641,467	\$ 8,064
Investment earnings	150	4,841	4,691
Miscellaneous revenues	300	818	518
Developer contributions	42,164	-	(42,164)
Total Revenues	<u>676,017</u>	<u>647,126</u>	<u>(28,891)</u>
Expenditures			
Current			
General government	122,512	116,427	6,085
Physical environment	285,706	365,519	(79,813)
Culture and recreation	275,135	282,160	(7,025)
Capital outlay	10,000	9,700	300
Total Expenditures	<u>693,353</u>	<u>773,806</u>	<u>(80,453)</u>
Excess of revenues over expenditures	(17,336)	(126,680)	(109,344)
Fund Balances - October 1, 2022	<u>142,268</u>	<u>390,263</u>	<u>247,995</u>
Fund Balances - September 30, 2023	<u>\$ 124,932</u>	<u>\$ 263,583</u>	<u>\$ 138,651</u>

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.



Berger, Toombs, Elam,
Gaines & Frank
Certified Public Accountants PL

To the Board of Supervisors
Bannon Lakes Community Development District

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*Berger Toombs Elam
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

September 23, 2024



**Berger, Toombs, Elam,
Gaines & Frank**

Certified Public Accountants PL

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**INDEPENDENT ACCOUNTANTS' REPORT/COMPLIANCE
WITH SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors
Bannon Lakes Community Development District
St. Johns County, Florida

We have examined Bannon Lakes Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2023. Management is responsible for Bannon Lakes Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Bannon Lakes Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Bannon Lakes Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Bannon Lakes Community Development District's compliance with the specified requirements.

In our opinion, Bannon Lakes Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2023.

*Berger Toombs Elam
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

September 23, 2024

SIXTH ORDER OF BUSINESS

A.

October 2, 2024

Mr. Jim Oliver
Bannon Lakes Community Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092

Re: Bannon Lakes Community Development District
Resignation of District Engineer

Dear Mr. Oliver:

It has truly been a pleasure serving as District Engineer for the Bannon Lakes Community Development District since its establishment. I have enjoyed seeing it grow to the wonderful community that it is today. Unfortunately, demands on our time now require that we relinquish our position as District Engineer. Please accept this letter as ETM's notice of resignation as District Engineer, effective 30 days from the next meeting. It has been a pleasure working with you, the Board of Supervisors, and the rest of the District staff. We will be happy to work with our successor to provide a smooth transition. Feel free to contact me with any questions.

Sincerely,



George V. Katsaras
District Engineer



B.

**BANNON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

DISTRICT ENGINEER PROPOSALS

COMPETITIVE SELECTION CRITERIA

1) Ability and Adequacy of Professional Personnel (Weight: 25 Points)

Consider the capabilities and experience of key personnel within the firm including certification, training, and education; affiliations and memberships with professional organizations; etc.

2) Consultant's Past Performance (Weight: 25 Points)

Past performance for other community development districts in other contracts; amount of experience on similar projects; character, integrity, reputation, of respondent; etc.

3) Geographic Location (Weight: 20 Points)

Consider the geographic location of the firm's headquarters, offices and personnel in relation to the project.

4) Willingness to Meet Time and Budget Requirements (Weight: 15 Points)

Consider the consultant's ability and desire to meet time and budget requirements including rates, staffing levels and past performance on previous projects; etc.

5) Certified Minority Business Enterprise (Weight: 5 Points)

Consider whether the firm is a Certified Minority Business Enterprise. Award either all eligible points or none.

6) Recent, Current and Projected Workloads (Weight: 5 Points)

Consider the recent, current and projected workloads of the firm.

7) Volume of Work Previously Awarded to Consultant by District (Weight: 5 Points)

Consider the desire to diversify the firms that receive work from the District; etc.

SEVENTH ORDER OF BUSINESS



community
advisors, LLC

Reserve Study Professionals





April 26, 2023

Mr. Jim Oliver
Managing Partner
Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, FL 32092

Re: Level I Reserve Study for Bannon Lakes CDD

Dear Mr. Oliver:

Thank you for the opportunity to submit a New Reserve Study with Site Visit proposal for this District. We have worked with many Districts providing accurate funding plans for future component replacement. Principle Charles Sheppard served as a District Supervisor therefore has valuable experience with both finances and operating procedures that are specific to Community Development Districts.

All work is completed or supervised by Reserve Analyst who have been awarded professional certifications of Certified Construction Inspector (CCI), Professional Reserve Analyst (PRA) and Reserve Specialist (RS) signifying broad experience with successful results. Your reserve study is completed following guidelines for Reserve Studies established by the Association of Professional Reserve Analysts (APRA) and the Community Associations Institute (CAI).

Best Regards,

Charles R. Sheppard *RS PRA CCI*
President & Reserve Analyst



Scope of Work for District

Entry Features, Pools, Clubhouse, Fitness Center, Sport Courts, Playground, Dog Park, Stormwater System, with components evaluated that include:

- Roof and exterior walls
- Interior finishes
- Mechanical, Electrical, Plumbing
- Fencing/Mailboxes
- Pavement/Walks/Curbs(amenity)
- Fitness equipment
- Tennis courts components
- Play equipment, misc. items
- Landscaping and irrigation systems
- Pools and equipment
- Other components identified at site visit.

Terms of Service

Physical Analysis

- ❖ The site visit includes meeting with your representative to discuss any maintenance or operational concerns. We observe major components to determine quantity, age, condition and remaining useful life. Quantities are determined by field measurement and internet measurement tools or aerial measurement services.
- ❖ Building walls, trim and other features are observed from ground level. Flat roofs are observed only if safe fixed stair access is available. Pitched roofs are observed from ground level. Building Systems are not operated.
- ❖ Upon completion of the site visit, an inventory of major components is established which includes quantity, replacement cost and remaining useful life. We recommend you review this information and provide historical cost and previous replacement time for any components.

Financial Analysis

- ❖ A review of your current funding plan is completed to determine fund status and performance. We provide a funding plan using the Cash Flow Method (pooled cash) with a funding goal of adequate funding which keeps reserves above a percent funded or balance threshold level. If component funding (line item) is used, then full funding is the funding goal with the understanding we included inflation of replacement cost and interest earned on reserve funds.

Your Reserve Study Includes

- ❖ Executive summary with current funding status, fund balances and assumptions.
- ❖ Cash Flow or Component Funding Plan and 30-Year cash flow projection.
- ❖ Inventory of major components with replacement cost, useful and remaining life projections.
- ❖ Various charts and photographs of major components.
- ❖ Completed Report is sent via email in a PDF file. Printed & bound copies available at additional cost.

Payment Agreement & Terms

- ❖ To maintain excellent customer service and requested delivery schedules we ask that your acceptance of this proposal is made within 30 days. Signed proposals received after 30 days are subject to revision of delivery time and cost. If indicated a deposit fee may be required with signed agreement to place your project in our production schedule and begin your study. A progress payment may be requested upon completion of site visit depending on the size of the project. Remaining fee is due upon receipt of the preliminary report. Payments not received 30 days after invoice date are assessed a 1.5% late fee per month. After 90 days past, due payments will be subject to addition charges for collection including attorney fees and other reasonable cost incurred by Community Advisors, LLC. We are available to meet with you and discuss your Reserve Study subject to availability and travel expenses. We are always available by phone at no cost. We will modify your Reserve Study one time at no additional cost if requested within 90 days of issue and all fees have been paid. Modification requested after report is issued may require additional cost.

This agreement for consulting services is accepted this date:

Professional Fee: \$3,900.00 Deposit Required: -0-

Delivery of Draft Report is typically 4-6 weeks after completion of site visit

Authorized Signature: _____ Title: _____

Printed Name: _____ Date: _____

Partial Client List

Community Development Districts

Tolomato, (Nocatee)
Amelia Concourse
Tisons Landing
Amelia Walk
South Village
Sampson Creek
Middle Village
Ridgewood Trails
Glen St. Johns
Bartram Springs
Rivers Edge
Aberdeen
Durbin Crossing
St. Johns Forrest
Dunes Utility
Double Branch
Pine Ridge
Brandy Creek
Turnbull Creek
Arlington Ridge
Magnolia West
Trails
Southaven
Madeira
Beach
Armstrong

Communities

Hammock Dunes Communities
Queens Harbour - Jacksonville, FL
The Georgia Club - Statham, GA
Corolla Light POA - Corolla, NC
The Landings - Skidaway Island, GA
Beresford Hall Assembly - North Charleston, SC
Cumberland Harbour - St. Mary's, GA
Villas of Nocatee - Jacksonville, FL
Vizcaya HOA - Jacksonville, FL
Cimarrone POA - St. Johns, FL
Deercreek Country Club Owners Association - Jacksonville, FL
Deerwood Country Club - Jacksonville, FL
Coastal Oaks - Ponte Vedra, FL
Preserve at Summer Beach - Fernandina Beach, FL
Amelia Park Neighborhood - Fernandina Beach, FL
Amelia Oaks - Fernandina Beach, FL
Coastal Oaks Amelia - Fernandina Beach, FL
Oyster Bay POA - Fernandina, FL
Oyster Bay Yacht Club - Fernandina, FL
Ocean Breeze HOA - Fernandina Beach, FL
The Enclave at Summer Beach - Fernandina Beach, FL
RiverPlace at Summer Beach - Fernandina Beach, FL
Amelia National - Fernandina, FL

Condominiums

Carlton Dunes - Amelia Island, FL
Spyglass Villas - Amelia Island, FL
Ocean Club Villas - Amelia Island, FL
Sand Dollar Condominium - Amelia Island, FL
Captain's Court - Amelia Island, FL
Dunes Club Villas - Amelia Island, FL
Villas at Summer Beach - Amelia Island, FL
Beachwood Villas - Amelia Island, FL
Coastal Cottages - Amelia Island, FL
Harrison Cove - Amelia Island, FL
Marina San Pablo - Jacksonville, FL
Latterra at World Golf - St. Augustine, FL
Cumberland On Church - Nashville, TN
Surf Club III - Palm Coast, FL
The Peninsula - Jacksonville, FL
The Plaza at Berkman Plaza - Jacksonville, FL
1661 Riverside - Jacksonville, FL
Seascape - Jacksonville Beach, FL
Southshore Condominium - Jacksonville Beach, FL
Ocean Villas at Serenata Beach - St. Augustine, FL
Watermark - Jacksonville Beach, FL
Oceanic Condominium - Jacksonville Beach, FL
Ocean 14 Condominium - Jacksonville Beach, FL
Serena Point Condominium - Jacksonville Beach, FL
Oceania Condominium - Jacksonville Beach, FL

Active Adult Communities

Del Webb Ponte Vedra - Ponte Vedra, FL
Stone Creek by Del Webb - Ocala, FL
Villages of Seloy - St. Augustine, FL
Cascades at World Golf Village - St. Augustine, FL
The Haven at New Riverside – Bluffton, SC
Artisan Lakes – Jacksonville, FL

Religious/Schools

St. Mark's Episcopal Church - Brunswick, GA
Memorial Presbyterian - St. Augustine, FL
Grace Mem. Presbyterian - St. Augustine, FL
Trinity Episcopal Church - St. Augustine, FL
St. Mark's Towers - Brunswick, GA
Isle of Faith Methodist - Jacksonville, FL
Deermeadows Baptist - Jacksonville, FL
Frederica Academy - St. Simons Island, GA
Fishburne Military School - Waynesboro, VA
The Greenwood School - Jacksonville, FL

Reserve Analyst & Inspector's Credentials

Charles R. Sheppard RS PRA CCI

Charlie Sheppard is the owner and President of Community Advisors which provides capital reserve analysis, consulting services, commercial inspections and project management for community associations, private clubs, churches, schools and other entities.

He has over 30 years of experience in real estate development, property operation, commercial property inspections and construction management. He has participated on the development team for large planned unit developments and mid-rise office building parks. He has also worked for many years as commercial construction manager for a wide range of structures including medical facilities, office buildings, churches, restaurants, clubhouses, infrastructure installation and remodeling and repositioning of properties to match market conditions.

Areas of expertise include mechanical and electrical systems, energy management systems, life safety systems, plumbing systems, building envelope and roof components. Horizontal improvement experience include marine structures, street and site concrete construction, utilities, site work and landscaping improvements.

Inspection projects include: High rise office and residential buildings, restaurants, industrial properties, churches, private schools, private clubs, marinas, medical facilities, warehouse and industrial properties, water treatment facilities and residential properties.

Charlie is a regular speaker at CAI events, teaches continuing education classes and enjoys attending Board of Director meetings to share the benefits of Reserve Planning. He has also published articles on Capital Reserve Analysis and Construction Management.

Education - Virginia Polytechnic Institute & State University - BS

License - Certified General Contractor, Certified Home Inspector - Florida

Professional Designations & Memberships

Certified Construction Inspector, (CCI) Association of Construction Inspectors

Professional Reserve Analyst, (PRA) Association of Professional Reserve Analyst APRA

Reserve Specialist, (RS) Community Associations Institute CAI



PREPARED FOR:

Bannon Lakes Community

Development District



Reserve Study Proposal

PREPARED BY:

Paul Grifoni, PRA, RS

Engineer
Reserve Specialist, RS
Professional Reserve Analyst, PRA
Licensed Home Inspector

Custom Reserves

5470 E Busch Blvd., Unit 171
Tampa, FL 33617
Office: (888) 927-7865
Fax: (813) 200-8448
www.CustomReserves.com



Bannon Lakes Community Development District Reserve Study Proposal

Corbin Denagy

District Manager

Bannon Lakes Community Development District
Reference #1398

435 Bannon Lakes Blvd.
St. Augustine, FL 32095

A graphic consisting of the number '25+' in a large, blue, 3D-style font, with the words 'YEARS OF EXPERIENCE' stacked below it in a smaller, blue, sans-serif font. The entire graphic is set against a light gray diamond-shaped background.

Dear Board of Supervisors:

Thank you for the opportunity to be of service to your community. We take great pride in our work and in helping all our clients navigate through the Reserve Study process.

A Reserve Study is a key financial planning tool that helps Management and the Board in maintaining the common property components and planning for the future.

Included in Your Reserve Study:

- **Excellent communication** with our team. We listen to our clients' concerns. From the timing of the inspection and report delivery to the financial or physical aspects of the community, we always listen and hear your concerns.
- **Industry-leading experience** in all varieties of community associations, resorts, commercial properties, country clubs and more! With over 30 years of combined experience in the industry, we take the guess work out of budget season.
- **Timely contract completion** is a must. We understand how important your receivables can be for budget and community meetings. We take great care in saying what we mean and meaning what we say when it comes to timely delivery.
- **Accuracy** in results. The results depicted in a reserve study are only as good as the estimates of useful life, replacement cost and age of the individual components. More experience leads to greater accuracy in our product.
- **Relationship-building** is paramount. A reserve study requires updating every 2 to 3 years to keep up to date with changes in construction costs, inflation and interest rate, and new technology. We put our client relationships at the forefront of our core values.

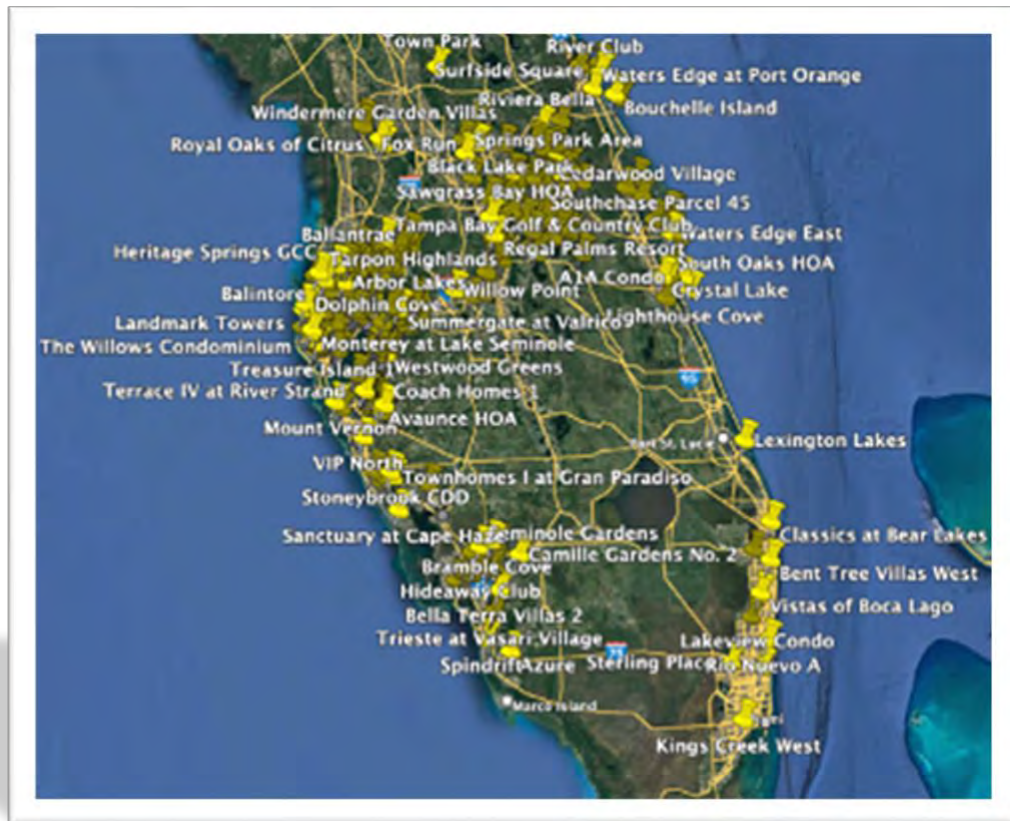
Bannon Lakes Community Development District Reserve Study Proposal

Benefits of a Custom Reserves Report

- **Proper and accurate** reserve planning for the future
- **Increased awareness** of upcoming major property repairs and replacements
- **Maximized** property and re-sale values when adequately funded
- **Increased** likelihood of loans being granted by lenders when adequately funded
- **Decreased** stress in knowing that a special assessment is not looming around the corner!



Florida Clients Served



Bannon Lakes Community Development District Reserve Study Proposal

Report Content and Data Visualization

CONDITION MODEL				
Component Type	Component Name	Condition	Urgency	1st Year of Replacement
Exterior Building	Chimney Caps, Partial Replacements	5	✓	2027
Exterior Building	Roofs, Aluminum-Coated Shakes (Incl. Soffit and Fascia)	6	✓	2050
Exterior Building	Walls, Siding, Wood, Paint Finishes, Phased	6	✓	2023
Exterior Building	Walls, Siding, Wood, Partial Replacements	6	✓	2023
Property Site	Asphalt Pavement, Crack Repair and Patch	4	!	
Property Site	Asphalt Pavement, Mill and Overlay, Phased	4	!	
Property Site	Concrete Streets and Common Flatwork, Partial Replacement	5	!	
Property Site	Light Fixtures, Bollards (Incl. Pool Area)	6	✓	
Property Site	Pipes, Subsurface Utilities, Partial Replacement	7	✓	
Clubhouse	Clubhouse, Deck, Composite and Wood, Replacement (Incl. Rail)	10	✓	
Clubhouse	Clubhouse, Exterior Renovation	7	✓	
Clubhouse	Clubhouse, HVAC Equipment, Replacement	7	✓	
Clubhouse	Clubhouse, Interior Renovations	6	✓	
Clubhouse	Clubhouse, Parking Area and Pool, Light Poles and Fixtures	7	✓	
Clubhouse	Clubhouse, Roof, Aluminum (Incl. Gutters and Downspouts)	8	✓	2050
Clubhouse	Clubhouse, Windows and Doors	6	!	2028
Pool	Pool, Bulkhead, Wood, Replacement	3	✗	2024
Pool	Pool, Deck, Pavers, Replacement (Incl. Clubhouse Area)	4	!	2028
Pool				
Pool				
Pool				

Easily view components by Condition and Urgency

PROPERTY COMPONENT MODEL				REMAINING COMPONENTS (O)	
COMPONENT	COMMON COMPONENTS (X)			OWNER	OTHER
	RESERVES	OPERATING	LONG-LIVED		
Asphalt Pavement, Crack Repair and Patch	X				
Asphalt Pavement, Mill and Overlay, Phased	X				
Chimney Caps, Partial Replacements	X				
Clubhouse, Bicycle Rack		X			
Clubhouse, Deck, Composite and Wood, Replacement (Incl. Rail)	X				
Clubhouse, Exterior Renovation	X				
Clubhouse, HVAC Equipment, Replacement	X				
Clubhouse, Interior Renovations	X				
Clubhouse, Parking Area and Pool, Light Poles and Fixtures	X				
Clubhouse, Roof, Aluminum (Incl. Gutters and Downspouts)	X				
Clubhouse, Windows and Doors	X				
Driveways at Cluster Homes				O	
Streets and Common Flatwork, Partial Replacement	X				
Ge, Serving Cluster Homes				O	
Walkways, Serving Cluster Homes				O	
Less Than \$7,000		X			
Is					O
s)			X		
and Associated Components					O
Downspouts, Serving Cluster Homes				O	
ystem Air Conditioners, Serving Cluster Homes				O	
Irrigation System, Controls		X			
Irrigation System, Pumps		X			
Light Fixtures, Bollards (Incl. Pool Area)	X				
Light Fixtures, Exterior, Serving Cluster Homes		X			
Light Poles and Fixtures at Streets					O
Other Repairs Normally Funded Through the Operating Budget		X			
Pipes, Subsurface Utilities, Partial Replacement	X				
Ponds, Serving Golf Course					O
Pool, Bulkhead, Wood, Replacement	X				
Pool, Deck, Pavers, Replacement (Incl. Clubhouse Area)	X				
Pool, Fence, Metal, Replacement	X				
Pool, Finishes, Plaster and Tile (Incl. Coping)	X				
Pool, Structure and Deck, Total Replacement	X				
Pool, Trash Receptacles		X			

Easily view components by Funding Source and Responsibility

Bannon Lakes Community Development District Reserve Study Proposal

Objectives

Conduct an on-site inspection of the common property, document condition and forecast a customized funding plan required to replace or repair these elements as they wear out over the course of their useful lives.

Scope of Services

1. An on-site meeting with Management and/or the Board.
2. Physical Analysis that includes an on-site inspection of the common property documented by photographs.
3. 30-year replacement/repair schedule that includes custom useful lives.
4. Financial Analysis with a 30-year Cash Flow and/or Component method of funding.
5. Electronic copy in PDF format of the Reserve Study that includes a detailed narrative including tables, graphs and charts depicting the findings.
6. Expenditures and Funding Plan in Excel upon request.
7. One hard copy of the Full Reserve Study upon request.
8. Free unlimited phone and online support.
9. One revision of the study up to the end of the current fiscal year.

Affiliations

Our services are provided by an Engineer with reserve study credentials from the Association of Professional Reserve Analysts (APRA) and Community Associations Institute (CAI). Additional qualifications include a Licensed Home Inspector with the Florida Association of Building Inspectors, construction management experience including estimating and scheduling.

Custom Reserves experience includes inspection and condition analysis of hundreds of communities. A partial list of relevant experience is included on the last page.



Bannon Lakes Community Development District

Reserve Study Proposal

Please allow approximately four weeks from inspection for report delivery. When the Reserve Study is complete, your community will have access to live support and edit capability until the budget is approved. These revisions include adjustments to variables such as costs, times of replacement, inflation, and interest rates.

Cost estimates are based on localized information gathered from resources that include, but are not limited to, local vendors and industry databases, combined with experience in home building, site development and actual data gathered from conducting thousands of reserve studies, collectively. Useful lives are generated from several factors such as environment, construction materials and historical information.

Client Responsibilities

This project requires involvement by your accounting personnel. To help achieve a smooth and successful implementation, it will be your responsibility to perform the following:

1. Include a copy of the financial statements i.e. (balance sheet, income statement and/or copy of the annual budget along with other financial reports.)
2. Supply the governing documents if applicable.
3. Provide access to all common areas.
4. Disclose known historical information.

Report Use

You may show our report in its entirety to those third parties who need to review the information contained herein. The Client and other third parties viewing this report should not reference Custom Reserves or our report, in whole or in part, in any document prepared and/or distributed to third parties without our written consent. This report contains intellectual property by Custom Reserves, LLC specified to this engagement.

Client agrees to indemnify and hold harmless Custom Reserves against any and all losses, claims, actions, damages, expenses or liabilities, including attorney's fees, to which Custom Reserves may become subject in connection with this engagement, because of any false, misleading or incomplete information supplied by client or third parties under client's control or direction.

The inspection and analysis of the subject property is limited to visual observations and is noninvasive. Custom Reserves does not investigate, nor assume any responsibility for any existence or impact of any hazardous materials, structural, latent or hidden defects which may or may not be present on or within the property. Our opinions of estimated costs and remaining useful lives are not a guarantee or a warranty of the common components.

Client Name

Custom Reserves maintains the confidentiality of all conversations, documents provided and the contents of the report, subject to legal or administrative process or proceedings. These conditions can only be modified by written documents executed by both parties.

Bannon Lakes Community Development District Reserve Study Proposal

[Click Here](#)
For Sample Report



Components Anticipated to be Included in Your Custom Reserve Study

Component Category	Component Name
Clubhouse	Fitness Center Exterior Renovations HVAC Equipment Interior Renovations Roof Windows and Doors
Pool	Deck Fence Finishes (Plaster and Tile) Furniture Mechanical Equipment Rest Room Renovations
Property Site	Asphalt Pavement Concrete Flatwork Fences Gate Entry Systems Irrigation System Playground Equipment Signage Recreational Courts

Bannon Lakes Community Development District Reserve Study Proposal

REF #: 1398

Confirmation of Services

Fee estimates are based on the components summarized in the previous table. The fee for this Full Reserve Study is ----- **\$3,900.**

Custom Reserves appreciates the opportunity to be of service. Upon acceptance of this proposal, **please sign and return this page along with a fifty percent (50%) retainer payment.** We will contact you to schedule a site visit and inspection upon receipt of this payment. The remaining balance will be due upon receipt of the report.

This letter sets forth the understanding of the District and serves as confirmation of services provided by Custom Reserves.

Owner reserves the right to reject any and/or all Proposals received, and to rebid if the Owner deems necessary. Owner is not subject to pay any costs incurred by Vendors in the preparation and submission of their Proposals.

Sincerely,



Paul Grifoni, PRA, RS

Engineer
Reserve Specialist
Professional Reserve Analyst
Licensed Insurance Adjuster
Licensed Home Inspector



5470 E Busch Blvd., Unit 171
Tampa, FL 33617
Office: (888) 927-7865
Fax: (813) 200-8448
contact@customreserves.com
www.CustomReserves.com






Accepted By

Title

Date

OPTIONAL future services are available upon request as depicted below. If your Association is interested in any of the following services, **please check the appropriate box** and we can provide pricing upon completion of the current reserve study. Please note that a non-site update can only be conducted one time between site visits.

-  Annual Review of the 30-year expenditures and funding plan(s) only
-  Non-site update
-  Update with site visit

Bannon Lakes Community Development District Reserve Study Proposal

Experience

Experience includes condominiums, homeowners associations, planned unit developments, property owner associations, co-operatives and community development districts with construction styles that range from townhouses to hi-rises. Other experience includes specialty establishments such as golf clubs, international properties, vacation ownership resorts (timeshares) as well as worship, retreat and camp facilities.

A partial list of recent reserve study experience follows below:

Somerset Community Development District Is a local unit of special purpose government located within Walton County, Florida established by the county in 2005. The District has constructed and/or acquired certain public infrastructure within the Alys Beach Community developed by EBSCO Gulf Coast Development, Inc. The development also contains other property site components such as a beach dune, irrigation system and street pavers.

The Gallery Homes of Tapestry Park Is a commercial condominium located in Jacksonville FL built in 2008 and responsible for the common elements shared by 21 homes and 12 retail units within 3 three-story buildings.

Sullivan Ranch is a planned unit development located in Mount Dora, Florida and is responsible for the common components shared by 692 homes established in 2006. The Association is also responsible for the replacement of the roofs and painting of a Service Area that comprises 34 Villas and 32 Garden units. The development contains clubhouse, pool and property site components.

Opus Condominium is an apartment style development located in Daytona Beach Shores, Florida and is responsible for the common elements shared by 54 homes within one 11-story building. Opus Condos was established in 2009. The development contains elevators, fire systems, generator, parking garage, fitness center, pool and sea wall.

Harbor Bay Community Development District owns and operates the community areas of Mira Bay in Apollo Beach FL including common areas, recreational facilities, public roadways, storm water management systems, street lighting, landscaping, clubhouse with café, lap pool, waterslide, clay tennis courts 35,000 linear feet of sea wall, boatlifts.



Property Wellness Reserve Study Program Proposal Level I Reserve Study

Reserve Advisors, LLC
201 E. Kennedy Boulevard, Suite 1150
Tampa, FL 33602
(800) 980-9881
reserveadvisors.com

Bannon Lakes Community Development District
St. Augustine, FL



Reserve Advisors

Your Property Wellness Consultants



Our Property Wellness Reserve Study Program

Your home is the most expensive personal property you will ever own. The responsibility for preserving its value reaches beyond your home to include the spaces you share with your neighbors. Structures, systems, streets and amenities must be maintained to protect the value of your investment. But the required responsibility often stretches beyond individual knowledge and expertise. That's why associations turn to Reserve Advisors. As your property wellness consultants, our reserve study helps associations understand their assets, expected lifespans, and both the budgets and maintenance needed to keep them in great working order.



A Proactive Property Wellness Program

Our engineers provide a thorough evaluation of your property and shared assets, and create a strong, informed plan to maximize your community's physical and financial wellness for the long haul. Because proactive care ensures that your shared property is cared for the way you would care for your home. We have been helping communities thrive for over 30 years. But the job we are obsessed with is making sure you and your neighbors have what you need to protect your property today, and prevent costly and avoidable repairs tomorrow. It is the best way to care for the place that makes you feel welcome, safe, secure and proud.



Threshold Funding Strategy

The most stable and equitable approach to funding reserves, this strategy aggregates all future expenditures and calculates annual reserve contributions such that the reserve balance never falls below a minimum threshold.

Helping Communities Thrive for Over 30 Years

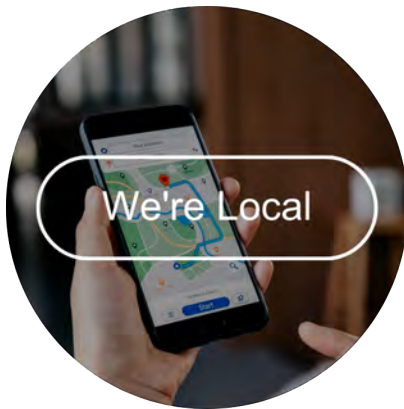
Reserve Advisors has prepared over 29,000 reserve studies for common interest realty associations nationwide. Our service area is one of the largest in the industry.

Through the leadership of our founders, John Poehlmann and Theodore Salgado, we helped pioneer the standards that all reserve study providers are measured by today. This success comes from our independence, extensive knowledge and experience. We pride ourselves on delivering unbiased recommendations that give community associations the plans they need to ensure the future well-being of their property.

60+
ENGINEERS

29,000
RESERVE STUDIES CONDUCTED

300+
YEARS OF RESERVE STUDY EXPERIENCE



Local Conditions

Drawing upon our broad national experience, we recognize the profound impact local conditions have on the wear and tear of common property and subsequent replacement needs.

Local Costs

Our exclusive database of client project costs grants you real-time access to localized pricing, ensuring that your reserve study projections are not reliant on standardized costs.

Level I Full Reserve Study



	LEVEL I	LEVEL II	LEVEL III
	FULL RESERVE STUDY	RESERVE STUDY UPDATE WITH SITE-VISIT	RESERVE STUDY WITHOUT SITE-VISIT
		RESERVE STUDY PROCESS	
ONSITE VISUAL INSPECTION	✓	✓	
PRE-INSPECTION MEETING	✓	✓	
COMPONENT INVENTORY PLUS COMPONENT QUANTITIES & MEASUREMENTS	Established	Re-Assessed / Evaluated	Reflects prior study
CONDITION ASSESSMENTS	Based on visual observation	Based on visual observation	As reported by association
USEFUL LIFE ESTIMATES	Based on engineer's condition assessment	Based on engineer's condition assessment	Based on client's reported condition
VALUATION / COST ESTIMATES VIA PROPRIETARY BID DATABASE	Established for each reserve component	Re-evaluated for each reserve component	Re-evaluated for each reserve component
		KEY DELIVERABLES	
MEETS AND EXCEEDS CAI'S NATIONAL RESERVE STUDY STANDARDS	✓	✓	✓
PRIORITIZED LIST OF CAPITAL EXPENDITURES	✓	✓	✓
CUSTOMIZED RECOMMENDED FUNDING PLAN(S)	✓	✓	✓
RECOMMENDED PREVENTATIVE MAINTENANCE ACTIVITIES	✓	✓	
INCLUSION OF LONG-LIVED ASSETS	✓	✓	✓
ELECTRONIC REPORT	Comprehensive report with component detail	Comprehensive report with component detail	Executive summary overview
EXCEL SPREADSHEETS	✓	✓	✓
SUPPORT WITH IMPLEMENTATION OF REPORT	✓	✓	✓
COMPLIMENTARY REPORT REVISION	✓	✓	
UNCONDITIONAL POST-STUDY SUPPORT AT NO ADDITIONAL COST INCLUDING REPORT PRESENTATION	✓	✓	✓
	RECOMMENDED SERVICE LEVEL		

We are proposing a Level I Full Reserve Study. This service involves developing a component list and quantification of each item - a crucial aspect often overlooked by unqualified providers. This service is suitable for communities that have never undergone a reserve study, as well as those contemplating a change in reserve study providers. Conducting a Level I Reserve Study allows us to not only verify the accuracy of the component inventory and related quantities/measurements with certainty - the foundation of any reserve study - but to also present capital planning recommendations with unwavering confidence.

Property Wellness Reserve Study Program - Level I

Reserve Advisors will perform a Level I Reserve Study in accordance with Community Associations Institute (CAI) National Reserve Study Standards. Your reserve study is comprised of the following:

Physical Analysis: The reserve study consultant will develop a detailed list of reserve components, also known as a component inventory, and related quantities for each. We will complete a condition assessment or physical evaluation for each reserve component and the current condition of each will be documented with photographs. Life and cost estimates will be performed to determine estimated useful lives, remaining useful lives and current cost of repair or replacement.

Financial Analysis: The reserve study consultant will identify the current reserve fund status in terms of cash value and prepare a customized funding plan. The funding plan outlines recommended annual reserve contributions to offset the future cost of capital projects over the next 30 years.

Property Description

Bannon Lakes Community Development District comprises 987 units. We've identified and will include the following reserve components:

Clubhouse(s), Sport Court(s), Playground(s), Pool(s), Post or Pole Lights, Fences, Perimeter Walls/Fences, Monuments, and other property specifically identified that you'd like us to include.

Scope of work includes all property owned-in-common as defined in your association's declaration and other property specifically identified that you'd like us to include.

Key Elements of Your Level I Property Wellness Reserve Study Program

Reserve Advisors' Exclusive Tools

Reserve Advisors' exclusive tools allow you to make informed decisions to maintain your association's long-term physical and financial health.



Reserve Expenditures

View your community's entire schedule of prioritized expenditures for the next 30-years on one easy-to read spreadsheet.

[View Example](#)



Funding Plan

Establishes the most stable and equitable recommended annual reserve contributions necessary to meet your future project needs.

[View Example](#)



Reserve Funding Graph

Highlights your community's current financial health and provides visibility to your projected cash flow over the next 30 years.

[View Example](#)



Component Specific Details

Including photographic documentation of conditions, project specific best practices outlining the scope of future projects, and preventative maintenance activities to maximize component useful lives.

[View Example](#)



Excel Spreadsheets

Empowering you to make more informed decisions by adjusting project schedules, future costs, and annual contributions in real time.

For Confidence in All Decisions

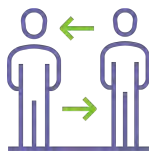


Personalized Experience Guarantee

As your trusted advisor, we are committed to providing clarity on the true cost of property ownership through a comprehensive reserve study solution and unmatched advisory services. If the experience we provide fails to live up to your expectations, contact us at any time for a refund.



Your property is your biggest investment. Here's why our solution is the best for your community:



Full Engagement

It's our job to understand your specific concerns and to discuss your priorities in order to ensure your reserve study experience exceeds expectations.



Detailed Understanding

We will do whatever it takes to ensure you have complete confidence in interpreting and putting into practice our findings and recommendations.



Ongoing Support

Unlike other firms, we provide current and future boards with additional insight, availability to answer questions and guidance well beyond report delivery.

The Time to Protect Your Property's Long-Term Health is Now

This proposal, dated 3/4/2024, for a **Level I Property Wellness Reserve Study**, is valid for 90 days.

To Start Your Property Wellness Level I Reserve Study Program Today:

1. Select the service options below to confirm scope of engagement

Service	Price
Reserve Study (Level I) This service includes a pre-project meeting to discuss your unique needs and priorities with our engineer. You'll receive: 1) a PDF report with 30-year expenditure and funding plan tables, 2) Excel spreadsheet with formulas, and 3) Complimentary support with implementation of your study and ongoing guidance.	\$7,550.00

Total **\$7,550.00**

2. E-sign below

Signature:

Title:

Name:

Date:

For: Bannan Lakes Community Development
District

Ref: 240867

3. Pay \$3,775.00

Retainer via mail or ACH

Mailing Address

Reserve Advisors, LLC
PO Box 88955
Milwaukee, WI 53288-8926

ACH

Send Remittances to 'accounting@reserveadvisors.com'
at time of payment

Checking Account Number: 151391168

Routing Number: 075905787

Financial Institution: First Business Bank

17335 Golf Parkway, Suite 150 | Brookfield, WI 53045

You will receive your electronic report approximately four (4) weeks after our inspection, based on timely receipt of all necessary information from you. Authorization to inspection time varies depending on demand for our services. This proposal, dated 3/4/2024, is valid for 90 days, and may be executed and delivered by facsimile, portable document format (.pdf) or other electronic signature pages, and in any number of counterparts, which taken together shall be deemed one and the same instrument. One complimentary hard copy report is available upon request.

Professional Service Conditions

Our Services - Reserve Advisors, LLC (“RA” or “us” or “we”) performs its services as an independent contractor in accordance with our professional practice standards and its compensation is not contingent upon our conclusions. The purpose of our reserve study is to provide a budget planning tool that identifies the current status of the reserve fund, and an opinion recommending an annual funding plan, to create reserves for anticipated future replacement expenditures of the subject property. The purpose of our energy benchmarking services is to track, collect and summarize the subject property’s energy consumption over time for your use in comparison with other buildings of similar size and establishing a performance baseline for your planning of long-term energy efficiency goals.

Our inspection and analysis of the subject property is limited to visual observations, is noninvasive and is not meant to nor does it include investigation into statutory, regulatory or code compliance. RA inspects sloped roofs from the ground and inspects flat roofs where safe access (stairs or ladder permanently attached to the structure) is available. Our energy benchmarking services with respect to the subject property is limited to collecting energy and utility data and summarizing such data in the form of an Energy Star Portfolio Manager Report or any other similar report, and hereby expressly excludes any recommendations with respect to the results of such energy benchmarking services or the accuracy of the energy information obtained from utility companies and other third-party sources with respect to the subject property. The reserve report and any energy benchmarking report (i.e., any Energy Star Portfolio Manager Report) (including any subsequent revisions thereto pursuant to the terms hereof, collectively, the “Report”) are based upon a “snapshot in time” at the moment of inspection. RA may note visible physical defects in the Report. The inspection is made by employees generally familiar with real estate and building construction. Except to the extent readily apparent to RA, RA cannot and shall not opine on the structural integrity of or other physical defects in the property under any circumstances. Without limitation to the foregoing, RA cannot and shall not opine on, nor is RA responsible for, the property’s conformity to specific governmental code requirements for fire, building, earthquake, occupancy or otherwise.

RA is not responsible for conditions that have changed between the time of inspection and the issuance of the Report. RA does not provide invasive testing on any mechanical systems that provide energy to the property, nor can RA opine on any system components that are not easily accessible during the inspection. RA does not investigate, nor assume any responsibility for any existence or impact of any hazardous materials, such as asbestos, urea-formaldehyde foam insulation, other chemicals, toxic wastes, environmental mold or other potentially hazardous materials or structural defects that are latent or hidden defects which may or may not be present on or within the property. RA does not make any soil analysis or geological study as part of its services, nor does RA investigate vapor, water, oil, gas, coal, or other subsurface mineral and use rights or such hidden conditions, and RA assumes no responsibility for any such conditions. The Report contains opinions of estimated replacement costs or deferred maintenance expenses and remaining useful lives, which are neither a guarantee of the actual costs or expenses of replacement or deferred maintenance nor a guarantee of remaining useful lives of any property element.

RA assumes, without independent verification, the accuracy of all data provided to it. Except to the extent resulting from RA’s willful misconduct in connection with the performance of its obligations under this agreement, you agree to indemnify, defend, and hold RA and its affiliates, officers, managers, employees, agents, successors and assigns (each, an “RA Party”) harmless from and against (and promptly reimburse each RA Party for) any and all losses, claims, actions, demands, judgments, orders, damages, expenses or liabilities, including, without limitation, reasonable attorneys’ fees, asserted against or to which any RA Party may become subject in connection with this engagement, including, without limitation, as a result of any false, misleading or incomplete information which RA relied upon that was supplied by you or others under your direction, or which may result from any improper use or reliance on the Report by you or third parties under your control or direction or to whom you provided the Report. NOTWITHSTANDING ANY OTHER PROVISION HEREIN TO THE CONTRARY, THE AGGREGATE LIABILITY (IF ANY) OF RA WITH RESPECT TO THIS AGREEMENT AND RA’S OBLIGATIONS HEREUNDER IS LIMITED TO THE AMOUNT OF THE FEES ACTUALLY RECEIVED BY RA FROM YOU FOR THE SERVICES AND REPORT PERFORMED BY RA UNDER THIS AGREEMENT, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE. YOUR REMEDIES SET FORTH HEREIN ARE EXCLUSIVE AND ARE YOUR SOLE REMEDIES FOR ANY FAILURE OF RA TO COMPLY WITH ITS OBLIGATIONS HEREUNDER OR OTHERWISE. RA SHALL NOT BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, ANY LOST PROFITS AND LOST SAVINGS, LOSS OF USE OR INTERRUPTION OF BUSINESS, HOWEVER CAUSED, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), BREACH OF WARRANTY, STRICT LIABILITY OR OTHERWISE, EVEN IF RA HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL RA BE LIABLE FOR THE COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES. RA DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES WHATSOEVER, EXPRESS OR IMPLIED OR OF ANY NATURE, WITH REGARD TO THE SERVICES AND THE REPORT, INCLUDING, WITHOUT LIMITATION, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

Professional Service Conditions - Continued

Report - RA will complete the services in accordance with the Proposal. The Report represents a valid opinion of RA's findings and recommendations with respect to the reserve study and is deemed complete. RA will consider any additional information made available to RA within 6 months of issuing the Report and issue a revised Report based on such additional information if a timely request for a revised Report is made by you. RA retains the right to withhold a revised Report if payment for services was not tendered in a timely manner. All information received by RA and all files, work papers or documents developed by RA during the course of the engagement shall remain the property of RA and may be used for whatever purpose it sees fit. RA reserves the right to, and you acknowledge and agree that RA may, use any data provided by you in connection with the services, or gathered as a result of providing such services, including in connection with creating and issuing any Report, in a de-identified and aggregated form for RA's business purposes.

Your Obligations - You agree to provide us access to the subject property for an on-site visual inspection. You agree to provide RA all available, historical and budgetary information, the governing documents, and other information that we request and deem necessary to complete the Report. Additionally, you agree to provide historical replacement schedules, utility bills and historical energy usage files that RA requests and deems necessary to complete the energy benchmarking services, and you agree to provide any utility release(s) reasonably requested by RA permitting RA to obtain any such data and/or information from any utility representative or other third party. You agree to pay actual attorneys' fees and any other costs incurred to collect on any unpaid balance for RA's services.

Use of Our Report - Use of the Report is limited to only the purpose stated herein. You acknowledge that RA is the exclusive owner of all intellectual property rights in and relating to the Report. You hereby acknowledge that any use or reliance by you on the Report for any unauthorized purpose is at your own risk and that you will be liable for the consequences of any unauthorized use or distribution of the Report. Use or possession of the Report by any unauthorized third party is prohibited. The Report in whole or in part is not and cannot be used as a design specification for design engineering purposes or as an appraisal. You may show the Report in its entirety to the following third parties: members of your organization (including your directors, officers, tenants and prospective purchasers), your accountants, attorneys, financial institutions and property managers who need to review the information contained herein, and any other third party who has a right to inspect the Report under applicable law including, but not limited, to any government entity or agency, or any utility companies. Without the written consent of RA, you shall not disclose the Report to any other third party. By engaging our services, you agree that the Report contains intellectual property developed (and owned solely) by RA and agree that you will not reproduce or distribute the Report to any party that conducts reserve studies or energy benchmarking services without the written consent of RA.

RA will include (and you hereby agree that RA may include) your name in our client lists. RA reserves the right to use (and you hereby agree that RA may use) property information to obtain estimates of replacement costs, useful life of property elements or otherwise as RA, in its sole discretion, deems appropriate.

Payment Terms, Due Dates and Interest Charges - If reserve study and energy benchmarking services are performed by RA, then the retainer payment is due upon execution of this agreement and prior to the inspection by RA, and any balance is due net 30 days from the Report shipment date. If only energy benchmarking services are performed by RA, then the retainer payment is due upon execution of this agreement and any balance is due net 30 days from the Report shipment date. In any case, any balance remaining 30 days after delivery of the Report shall accrue an interest charge of 1.5% per month. Unless this agreement is earlier terminated by RA in the event you breach or otherwise fail to comply with your obligations under this agreement, RA's obligations under this agreement shall commence on the date you execute and deliver this agreement and terminate on the date that is 6 months from the date of delivery of the Report by RA. Notwithstanding anything herein to the contrary, each provision that by its context and nature should survive the expiration or early termination of this agreement shall so survive, including, without limitation, any provisions with respect to payment, intellectual property rights, limitations of liability and governing law.

Miscellaneous – Neither party shall be liable for any failures or delays in performance due to fire, flood, strike or other labor difficulty, act of God, act of any governmental authority, riot, embargo, fuel or energy shortage, pandemic, wrecks or delays in transportation, or due to any other cause beyond such party's reasonable control; provided, however, that you shall not be relieved from your obligations to make any payment(s) to RA as and when due hereunder. In the event of a delay in performance due to any such cause, the time for completion or date of delivery will be extended by a period of time reasonably necessary to overcome the effect of such delay. You may not assign or otherwise transfer this agreement, in whole or in part, without the prior written consent of RA. RA may freely assign or otherwise transfer this agreement, in whole or in part, without your prior consent. This agreement shall be governed by the laws of the State of Wisconsin without regard to any principles of conflicts of law that would apply the laws of another jurisdiction. Any dispute with respect to this agreement shall be exclusively venued in Milwaukee County Circuit Court or in the United States District Court for the Eastern District of Wisconsin. Each party hereto agrees and hereby waives the right to a trial by jury in any action, proceeding or claim brought by or on behalf of the parties hereto with respect to any matter related to this agreement.

ELEVENTH ORDER OF BUSINESS

A.

Belly Dancing Cbs

**AGREEMENT BY AND BETWEEN THE
BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
AND Pachabelly Dance REGARDING THE USE
OF THE DISTRICT'S RECREATION FACILITIES**

THIS AGREEMENT is made and entered into this 26th day of August, 2024,
by and between:

Bannon Lakes Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in St. Johns County, Florida, and with offices at 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the "District"), and

Pachabelly Dance, a 456 Amberwood Dr. St. Augustine, FL.
with Denise Domack mailing address of 32092
(the "Contractor").

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to and governed by Chapter 190, Florida Statutes; and

WHEREAS, the District owns, operates, and maintains various recreation facilities, which facilities are within the boundaries of the District (the "Amenity Facilities"); and

WHEREAS, the Contractor desires to make use of the Amenity Facilities for the purposes of providing those certain recreation services set forth in the Scope of Services which is attached hereto as **Exhibit A** and incorporated herein by reference ("Recreation Services"); and

WHEREAS, the District is willing to allow the Contractor to make use of the Amenity Facilities provided that such use does not impede the District's operation of the Amenity Facilities as a public improvement; and

WHEREAS, the District has determined that providing the Contractor with the ability to use the Amenity Facilities is a benefit to the District, is a proper public purpose, and makes appropriate use of the District's public facilities; and

WHEREAS, the District and the Contractor warrant and agree that they have all right, power, and authority to enter into and be bound by this agreement.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Contractor agree as follows:

1. INCORPORATION OF RECITALS. The Recitals stated above are true and correct and are incorporated herein as a material part of this Agreement.

2. DURATION OF AGREEMENT. This Agreement shall become effective on the date hereof and shall continue in full force and effect for a period of 9/3/24-9/2/25 from the date first written above (not to exceed one (1) year). The Agreement may be renewed, however, subject to the parties' agreement on the terms of such renewal.

3. PROVISION OF SERVICES BY CONTRACTOR. The Contractor may use the Amenity Facilities to provide the Recreation Services set forth in **Exhibit A**, at times that are acceptable to the District. The Contractor agrees that its use of the Amenity Facilities will be in conjunction with the use of the Amenity Facilities by other members of the public, and the Contractor's use shall not interfere with the operation of the Amenity Facilities as a public improvement. The Contractor further agrees that all use of the Amenity Facilities shall be subject to the policies and regulations of the District, and the District shall have the right to take such actions as are necessary to preserve the health, safety, and welfare of its residents, landowners, lands, and facilities. The Contractor understands and agrees that it will only provide the Recreation Services to Patrons of the Amenity Facilities, as that term is defined in the Amenity Facility Policies, unless the District's Board of Supervisors consents to the inclusion of non-Patrons. To the extent **Exhibit A** and this Agreement conflict, this Agreement shall control.

4. CARE OF PROPERTY. The Contractor agrees to use all due care to protect the property of the District, its residents, and landowners from damage, and to require any participants in the Recreation Services to do the same. The Contractor agrees that it shall assume responsibility for any and all damage to the District's Amenity Facilities or lands as a result of the Contractor's use under this Agreement and other damage, other than ordinary wear and tear, which may be attributable to an act or omission by the Contractor or its agent. In the event that any damage to the District's Amenity Facilities or lands occurs, the District shall notify the Contractor of such damage. The Contractor agrees that the District may make whatever arrangements necessary, in its sole discretion, to promptly make any such repairs as are necessary to preserve the health, safety, and welfare of the District's lands, facilities, residents and landowners. The Contractor agrees to reimburse the District for any such repairs within thirty (30) days of receipt of an invoice from the District reflecting the cost of the repairs made under this Paragraph.

5. ENFORCEMENT. A default by either Party under this Agreement shall entitle the other party to all remedies available at law or in equity, which includes, but is not limited to, the rights of damages, injunctive relief, and specific performance.

6. INDEMNIFICATION AND INSURANCE. The Contractor agrees to indemnify and hold harmless the District and its officers, agents, and employees from any and all liability, claims, actions, suits, or demands by any person, corporation, or other entity for injuries, death, property damage of any nature, arising out of, or in connection with, the use of the District's Amenity Facilities and lands by the Contractor, and its officers, agents, employees and guests, including litigation or any appellate proceedings with respect thereto. The Contractor agrees that nothing in this Agreement shall be construed as a waiver of the District's sovereign immunity or

limits of liability beyond any statutorily limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, Florida Statutes, or some other statute.

The Contractor shall maintain, throughout the terms of this Agreement the following insurance:

- A. Worker's Compensation in accordance with the laws of the State of Florida.
- B. Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries and property damage, with limits of not less than One Million Dollars (\$1,000,000) combined single limit bodily injury and property damage liability, including, at a minimum, Independent Contractors Coverage for bodily injury and property damage in connection with subcontractors' operation.
- C. Employer's Liability Coverage with limits of at least One Million Dollars (\$1,000,000) per accident or disease.

The District, its officers, agents and employees, shall be named as certificate holders and additional insured parties. The Contractor shall furnish the District with the certificate of insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the state of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-VII.

7. RECOVERY OF COSTS AND FEES. In the event either party to this Agreement is required to enforce this Agreement by court proceedings or otherwise, the prevailing party shall be entitled to recover from the other party all fees and costs incurred, including reasonable attorneys' fees and costs.

8. TERMINATION. The District shall have the right to terminate this Agreement at any time due to the Contractor's failure to perform in accordance with the terms of this Agreement or for any other reason, with or without cause. The Contractor shall have the right to terminate this Agreement upon fourteen (14) days notice to the District.

9. ENTIRE AGREEMENT. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement.

10. AMENDMENT. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties to the Agreement.

11. ASSIGNMENT. Neither the District nor the Contractor may assign their rights, duties or obligations under this Agreement without the prior written approval of the other. Any purported assignment without said written authorization shall be void.

12. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. The parties agree that venue shall be in St. Johns County, Florida.

13. NOTICES. All notices, requests, consents, and other communications hereunder ("Notices") shall be in writing and shall be delivered, mailed by Federal Express or First Class Mail, postage prepaid, to the parties as follows:

A. If to the District: Bannan Lakes
Community Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092
Attn: District Manager

With a copy to: Hopping, Green & Sams, P.A.
119 South Monroe Street, Suite 300
Post Office Box 6526
Tallahassee, Florida 32314
Attn: Wesley S. Haber

B. If to the Contractor: 124 Savanna Preserve Ct.
St. Augustine, FL 32095
Attn: Denise Domack

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notice on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

SECTION 14. PUBLIC RECORDS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*.

Contractor acknowledges that the designated public records custodian for the District is **Jim Oliver** ("Public Records Custodian"). Among other requirements and to the extent applicable by law, the Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

If the Contractor has any questions regarding the application of Chapter 119, *Florida Statutes*, to the Contractor's duty to provide public records relating to this Agreement, please contact the District's Custodian of Public Records, Jim Oliver by phone at (904) 940-5850, by email at joliver@gmsnf.com, or by mail at 475 West Town Place, Suite 114, World Golf Village, St. Augustine, Florida 32092.

SECTION 15. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

[Signatures on following page]

IN WITNESS WHEREOF, the parties execute this Agreement the day and year first written above.

Attest:

**BANNON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

DocuSigned by:
Jim Oliver
D1BA5E5E7410418...
Secretary

Signed by:
Michael Sheldon
92A4080CD5654D4...
Chairman, Board of Supervisors

Witness

Diana Lambert
Signature

Diana Lambert
Print Name of Witness

Denise Domack
Name: Denise Domack
Title: Owner

Exhibit A: Scope of Services

Exhibit A

Fitness Instructor Scope of Services

- The District will reserve the right to offer classes in increments of six week sessions. Each session will be payable in full by the resident on the first day of each session.
- The Instructor will offer classes for \$10 per class, based on a six week session commitment. Drop-in classes will be offered at a rate of \$12 per class. All class fees are to be payable to the Instructor.
- Instructor will be required to meet with the Amenities and Recreation Manager to determine class day/times offered and room placement.
- Instructor will notify the District through email for any cancellations/changes that occur to a scheduled class. The Instructor must give a minimum of 24 hour advanced notice of this cancellation.
- If a new session does not get the minimum requirement of five attendees the class will be held for that day only. The remaining portion of the session will be cancelled. The fee to be charged will be \$10 for that single class period.
- Once a session is established, the Instructor is required to teach a class regardless of the number of attendees.
- The District is not responsible for outside distractions and noise level that may occur during scheduled class times.
- Instructors are responsible for all personal items.
- All issues that arise in reference to fitness classes are to be relayed to the Amenities and Recreation Manager for resolution.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/20/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Next First Insurance Agency, Inc. PO Box 60787 Palo Alto, CA 94306	CONTACT NAME: PHONE (A/C, No, Ext): (855) 222-5919 FAX (A/C, No): E-MAIL ADDRESS: support@nextinsurance.com																					
INSURED Pachabellydance LLC 456 Amberwood Dr Saint Augustine, FL 32092	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td style="width: 80%;">INSURER A: State National Insurance Company, Inc.</td> <td></td> <td style="text-align: center;">12831</td> </tr> <tr> <td>INSURER B:</td> <td></td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A: State National Insurance Company, Inc.		12831	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
INSURER(S) AFFORDING COVERAGE		NAIC #																				
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INSURER B:																						
INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES **CERTIFICATE NUMBER:** 779521547 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		X	NXT44KL7DK-01-GL	06/01/2024	06/01/2025	EACH OCCURRENCE \$2,000,000.00 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000.00 MED EXP (Any one person) \$15,000.00 PERSONAL & ADV INJURY \$2,000,000.00 GENERAL AGGREGATE \$4,000,000.00 PRODUCTS - COMP/OP AGG \$4,000,000.00 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			NXT44KL7DK-01-GL	06/01/2024	06/01/2025	Each Occurrence: \$2,000,000.00 Aggregate: \$4,000,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is Bannan Lakes CDD. This Certificate Holder is an Additional Insured on the General Liability policy per the Additional Insured Automatic Status Endorsement. All Certificate Holder privileges apply only if required by written agreement between the Certificate Holder and the insured, and are subject to policy terms and conditions.

CERTIFICATE HOLDER Bannan Lakes CDD 475 W Town Pl Ste 114 Saint Augustine, FL 32092	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	--

LIVE CERTIFICATE



[Click or scan to view](#)

B.

CommercialFitnessProducts

PREVENTATIVE MAINTENANCE PLAN

Under the following Terms and Conditions, Commercial Fitness Products (“CFP”) agrees, for the stated fees, to perform Preventative Maintenance Service for one (1) year from the effective date for **Bannon Lakes** (Customer).

The equipment which will receive the maintenance service has been listed by type, model and serial number.

This custom plan has been specifically designed to fit the needs of the Customer. The equipment covered under this agreement will be routinely maintained in accordance with manufacturers’ recommendations. The maintenance provided will focus on increasing the life of Customer’s equipment, decreasing or eliminating downtime, and maintaining the equipment at peak performance.

Upon the first PM Visit under this Agreement, an initial inspection will be performed. A detailed Estimate of equipment in need of repair will be submitted for Customer’s approval. This estimate is provided at no charge. It is the Customer’s responsibility for equipment under contract to be brought up to proper working specifications. Customer warrants the listed equipment is in proper working order on the effective date of this Agreement.

Services to be performed under this PM Plan –

Routine PM Service

Each regularly scheduled preventative maintenance call shall include a complete function and safety inspection. Additionally, cleaning, lubrication, and mechanical adjustments determined as due by CFP will be performed. Cost of routine supply items required for preventative maintenance service is included herein. Any necessary repairs will be identified, and an estimate provided to the Customer for approval.

All service covered by this Agreement will be performed during CFP’s regular hours of 9:00 AM and 5:00 PM weekdays, excluding holidays. If emergency service is requested outside such regular hours, the CFP’s Emergency Rates prevail - \$135.00/Hour/Technician, plus Service Charge of \$135.00.

Repairs

If non-warranty repair is needed, CFP will use its best efforts to make such repairs as quickly as possible. The Customer can call during regular hours to speak to a Service Representative or email CFP at any time or day. The Customer will be given a course of action to resolve the problem or Customer will be scheduled for a service call. All Repairs Services are billed at discounted Labor Rates (as shown below) plus Parts.

Any non-PM related service during regular working hours will be billed at the following Discounted Rate for the term of this Agreement (regular Labor Rates for non-PM Customers @ \$95.00/Hour/Tech):

- **Labor Rate - \$85.00 per hour (1 Hour Minimum) – Per Technician**
- **Service Charge - \$85.00 Service (per trip)**

5034 N. Hiatus Road, Sunrise, FL 33351
P (954) 747-5128 F (954) 747-5131
www.commfitnessproducts.com

Initial _____

CommercialFitnessProducts

In the event a Technician is on site performing routine Preventative Maintenance and a repair service is required, the Discounted Labor Rate (\$85.00/Hour) will apply, but the \$85.00 Service Charge will not be charged. All repairs, including Diagnostic Service Calls, are billed with a (1) one-hour minimum charge. After the initial first hour, labor will be billed in half (1/2) hour increments.

All repair labor, parts and service charges shall be invoiced as Net 30 Days.

Estimate –

A written Estimate will be presented for each billable part, accessory, or supplies, and/or labor. The Estimate must be approved by Customer prior to CFP – a.) ordering the part, b.) scheduling service call.

Service Request –

Service Requests must be made in writing by the individual Property Manager or a staff member authorized to make such a request. Service Requests must include all pertinent information related to the machine and its reported issue. Essential information required for timely repair include – identifying the machine by make/model/serial #, and a description of the problem.

Repairs necessitated by casualty, acts of God (unforeseen, naturally occurring events that were unavoidable), voltage aberrations (high or low spikes in electricity to the product), abuse (misuse of product, vandalism, or any act which harms the product in any way), or negligence, are not covered by this agreement but will be provided at Servicer's hourly rate(s) plus parts.

Repair calls requested as a result of "User Error", in which no actual repair is required, will be billed at the CFP's PM Customer's 1 Hour Labor Rate of \$70.00, plus Service Charge of \$70.00.

Warranty

All Repair Service done by CFP will be warranted for ninety (90) days from service date. Parts used for the repair will be covered under the parts supplier or manufacturer's specific warranty period.

All required Parts not covered by CFP's warranty will be billed at CFP's current Preferred Customer discounted price plus shipping charges.

Governing/Venue

This Agreement shall be construed in accordance with the laws of the State of Florida. In the event of any dispute, the parties shall retain all rights and remedies available to them by law. In the event there shall be any litigation between parties, the prevailing party shall be entitled to recover from the other party its reasonable attorney fees, including any associated fees and court costs.

5034 N. Hiatus Road, Sunrise, FL 33351
P (954) 747-5128 F (954) 747-5131
www.commfitnessproducts.com

CommercialFitnessProducts

Payment

Payment Terms are “Net 30 Days”. All unpaid balances under this agreement shall bear interest at the rate of 1.5% per month, simple interest, in the event that such invoice is not paid within thirty (30) days from date service is rendered.

If Customer requires an internal Purchase Order, or other such documentation, be generated internally, for any expense, including service labor or parts, Customer must inform CFP of this policy, and the procedure for submitting Invoices, prior to executing this agreement.

Insurance. Indemnification

CFP, at its sole cost and expense, shall provide and keep in force insurance coverages for – Workman’s Compensation, Comprehensive General Liability, Comprehensive Automobile Liability.

It is understood and agreed that this is a service & maintenance agreement only, and that under this plan, Servicer will be performing routine Preventative Maintenance procedures. CFP shall have no liability arising out of, or in connection with personal injury or property damage resulting from the use of the equipment by any person on the premises in which the equipment is located. Customer agrees to indemnify and hold CFP, its directors, officers, employees, and agents, harmless from and against any and all claims, lawsuits, costs, damages, liabilities and expenses, including attorney’s fees.

This Agreement shall not be construed as an assumption by Servicer of any risk of loss or liability due to the undersigned’s failure to routinely inspect, or negligent inspection of, the equipment by its own staff. CFP shall not be responsible to any third party or ultimate user for harm caused by continued use of equipment and/or parts that are deemed unsafe by CFP

Cancellation

Either party may cancel at any time for any reason provided a written notice has been received thirty (30) days prior to the next scheduled call. Customer shall render payment on any outstanding invoices within five (5) business days preceding cancellation of services.

Agreement

This agreement may not be amended except in writing, agreed to and signed by both parties.

Renewal

The agreement will automatically be renewed at the end of each term unless otherwise notified by the Customer. CFP will provide an agreement document with updated contract dates upon request. Invoices will be generated automatically after the first renewal PM service visit.

5034 N. Hiatus Road, Sunrise, FL 33351
P (954) 747-5128 F (954) 747-5131
www.commfitnessproducts.com

CommercialFitnessProducts

SUMMARY –

Agreement Total: \$1,320.00/Year (\$330.00/Visit) Plus Sales Tax; Total # of PM Visits: 4 (four) Per Year

Property Name: **Bannon Lakes**

Property Address: 435 Bannon Lakes Blvd. St Augustine, FL 32095

Email: JJohnson@rmsnf.com

Contact: Jeff Johnson **Contact Phone:** _____



Signature: *Michael Sheldon* **Title:** Manager / Chairman

Customer Contact expressly warrants and represents that he/she has the authority and right to enter into this Agreement.

Terms: _____

Effective Date: _____ **Ending Date:** _____

CFP Approval Signature: Casey Barnes **Date:** 08/23/2024

Explanation of Services:

During each preventative maintenance visit, all equipment covered under this agreement will be:

- ✓ **Inspected for safety & proper function**
- ✓ **Cleaned**
- ✓ **Lubricated**
- ✓ **Adjusted in accordance with manufacturers' specifications**
- ✓ **Parts & Repair Estimate provided as needed.**

5034 N. Hiatus Road, Sunrise, FL 33351
P (954) 747-5128 F (954) 747-5131
www.commfitnessproducts.com

Initial _____

CommercialFitnessProducts

Equipment Covered:

QTY	BRAND	DESCRIPTION	MODEL #	SERIAL #
3		Treadmill		
2		Elliptical		
2		Recumbent Bike		
5		Single Station		
1		Rower		

Scheduled Maintenance (Frequency: 4 x/Year)

MAY	NOVEMBER
JUNE	DECEMBER
JULY	JANUARY
AUGUST	FEBRUARY
SEPTEMBER	MARCH
OCTOBER	APRIL

5034 N. Hiatus Road, Sunrise, FL 33351
 P (954) 747-5128 F (954) 747-5131
www.commfitnessproducts.com

C.



Commercial Maintenance Agreement

2801 Dawn Road • Jacksonville, FL 32207 • 904-448-1962 • www.thigpenhvac.com

Benefits To You

- Lower utility costs
- Help extend equipment life
- Optimize system performance
- Priority customer status
- 48-hour emergency service (Monday-Friday)
- Emergency services 24/7 (Additional charges may apply)
- Complete HVAC services available
- Complete record of services and recommendations

Procedures

- Replace filters
- Clean drain lines/pan
- Treat drain pan with approved cleaner/Pan Tabs
- Check, monitor and record the refrigerant pressures of each unit
- Check and record TD temperature between supply discharge/return
- Tighten all electrical connections
- Check/record compressor amp draw
- Check capacitors microfarad draw
- Check blower and condenser fan amp draw
- Clean outdoor coil with approved cleaner (water access within 150ft)
- Clean evaporator coil in place
- Check/replace belts annually
- Provide written HVAC Log of all readings/findings
- Provide written recommendations if needed
- Note: Additional charges apply for repairs and refrigerant

OUR GOAL:

Our Thigpen Heating & Cooling Team will strive to provide a detailed, prompt, and professional maintenance service geared at; reducing energy waste, reducing dirt build-up within the system, optimizing equipment performance, and maintaining manufacturer's specifications during the designated maintenance (PM) scheduled visits. A detailed HVAC LOG of the recorded equipment vitals will be provided to you along with any necessary recommendations.

Customer Information:

Billing Information:

Customer Name Bannon Lakes Amenity Center			Billing Name SAME		
Street Address 435 Bannon Laked Blvd			Street Address		
City Saint Augustine	State FL	Zip 32095	City	State	Zip
Phone 6046603669			Phone		

Point of Contact:

Name Jeff Johnson Phone # 9046603669
 Email: jjohnson@rmsnf.com

Investment Schedule:

Investment for 3 # of **HVAC SYSTEM(s)** is \$ 449 (for each **full maintenance** visit)
 and \$ _____ (for each **filter-only** visit)
 (FILTERS INCLUDED X) (FILTERS NOT INCLUDED _____)
 Visits: ___ Yearly ___ Bi-Annual X Quarterly ___ Every other month
 Description: # 4 FULL MAINTENANCE VISITS PER YEAR # _____ FILTER-ONLY CHANGES PER YEAR

TOTAL INVESTMENT FOR THE MAINTENANCE AGREEMENT IS \$ 1796.00
FOR THE SUM OF: _____ .00

Company P.O. _____ (if required) Offer Date: 10/01/2024

Implementation for full maintenance visit:

<input type="checkbox"/> Jan	<input type="checkbox"/> Feb	<input checked="" type="checkbox"/> March	<input type="checkbox"/> April	<input type="checkbox"/> May	<input checked="" type="checkbox"/> June
<input type="checkbox"/> July	<input type="checkbox"/> Aug	<input checked="" type="checkbox"/> Sept	<input type="checkbox"/> Oct	<input type="checkbox"/> Nov	<input checked="" type="checkbox"/> Dec

Implementation for filter-only visit(s): Number of filters each visit _____

<input type="checkbox"/> Jan	<input type="checkbox"/> Feb	<input type="checkbox"/> March	<input type="checkbox"/> April	<input type="checkbox"/> May	<input type="checkbox"/> June
<input type="checkbox"/> July	<input type="checkbox"/> Aug	<input type="checkbox"/> Sept	<input type="checkbox"/> Oct	<input type="checkbox"/> Nov	<input type="checkbox"/> Dec

This agreement offer is only valid for (30) days from the above offer date.



2801 Dawn Road • Jacksonville, FL 32207 • 904-448-1962 • www.thigpenhvac.com

Payment Authorization Form

Schedule your payment to be automatically deducted from your bank account, or charged to your Visa, Mastercard, American Express or Discover Card. Just complete and sign this form to get started!

Benefits of Recurring Payments:

- It is convenient (saving you time and postage)
- Your payment is always on time (even if you are out of town), and eliminates late fees

Here's How Recurring Payments Work:

You authorize regularly scheduled charges to your credit card. You will be charged the amount indicated below each billing period until the designated expiration date. A receipt will be emailed for each payment and the charge will appear on your bank or credit card statement. You agree that no prior notifications will be provided unless the date or amount changes, in which case you will receive notice from us at least 10 days prior to the payment being collected.

Please complete the information below:

I _____ authorize Thigpen Heating and Cooling to charge my account indicated below at the date of each maintenance for payment of my invoice.

Billing Address _____ Phone Number _____

City, State, Zip _____ Email _____

Credit Card

<p>Cardholder Name _____</p> <p>Card Number _____</p> <p>Exp. Date _____</p> <p>CVV Code _____</p>
--

SIGNATURE _____ **DATE** _____

I understand that this authorization will remain in effect until the designated expiration date or until I cancel it in writing, whichever comes first, and I agree to notify Thigpen Heating & Cooling in writing of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date. I acknowledge that any changes I make to my account information via an online Customer Portal will be considered written notice of change and will constitute authorization to charge the new account in place of the account identified on this form. If the above noted payment dates fall on a weekend or holiday, I understand that the payments may be executed on the next business day. For ACH debits to my checking/savings account, I understand that because these are electronic transactions, these funds may be withdrawn from my account as soon as the above noted periodic transaction dates. In the case of an ACH Transaction being rejected for Non-Sufficient Funds (NSF) I understand that Thigpen Heating & Cooling may at its discretion attempt to process the charge again within 30 days, and agree to an additional charge for each attempt returned NSF which will be initiated as a separate transaction from the authorized recurring payment. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. I certify that I am an authorized user of this credit card/bank account and agree not to dispute these scheduled payments with my bank or credit card company; provided the transactions correspond to the terms indicated in this authorization form.

D.



AMENDMENT TO MAINTENANCE AGREEMENT

REGION: Jacksonville

DATE: 8/26/2024

CLIENT: BANNON LAKES

CONTACT: JEFF JOHNSON

NAME OF COMPANY: _____

TELEPHONE: (904) 660-3669

BUILDING NAME: _____

FAX: _____

ADDRESS: 435 BANNON LAKES BLVD.
ST. AUGUSTINE, FL 32095

FRANCHISEE: HIGH VIBE GLEAM, LLC.

ACCOUNT #: 246097

ORIGINAL CONTRACT DATE: 5/16/2022

NEW PRICE: \$ 1,439.87 per month

OLD PRICE: \$ 1,118.25 per month

AMOUNT INCREASED/DECREASED: \$ 321.62 per month

REASON FOR INCREASE/DECREASE: (Attach copy of revised cleaning schedule.)

1. SEASONALLY INCREASING FREQUENCY FROM 3 X WEEK TO 4 X WEEK
2. FROM MAY 1ST - SEPTEMBER 31ST YEARLY;(TU, TH, FRI, SUN)
3. (FRI- GYM FOCUSED CLEAN); OCTOBER 1ST - APRIL 31ST 3 X WEEK (TU, TH, SUN)

ALL OTHER TERMS AND CONDITIONS TO REMAIN THE SAME.

EFFECTIVE DATE: 9/1/2024

CLIENT signed by:

Michael Sheldon

AUTHORIZED SIGNATURE

JANI-KING:

Cristina Torres

AUTHORIZED SIGNATURE

DATE: 2024-09-10

DATE: 8/26/2024

E.

**SEVENTH AMENDMENT TO THE AGREEMENT FOR POND MANAGEMENT
SERVICES BY AND BETWEEN BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT AND LAKE DOCTORS, INC.**

This Seventh Amendment (“Seventh Amendment”) is made and entered into this 19th day of September, 2024, by and between:

Bannon Lakes Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in St. Johns County, Florida, and whose mailing address is 475 West Town Place, Suite 114, World Golf Village, St. Augustine, Florida 32092 (the “District”), and

The Lake Doctors, Inc., a Florida corporation, whose address is 3543 State Road 419, Winter Springs, Florida 32708 (“Contractor” and, together with the District, the “Parties”).

RECITALS

WHEREAS, on July 19, 2017, the District and the Contractor entered into an agreement for pond maintenance services (the “Original Agreement”), which was subsequently amended on January 16, 2018 (the “First Amendment”), August 21, 2019 (the “Second Amendment”), and November 4, 2020 (the “Third Amendment”), and November 30, 2021 (the “Fourth Amendment”), October 2022 (the “Fifth Amendment”), and November 14, 2023 (the “Sixth Amendment,” together with the Original Agreement, First Amendment, Second Amendment, Third Amendment, Fourth Amendment, Fifth Amendment, and Sixth Amendment, the “Agreement”); and

WHEREAS, pursuant to Section 18 of the Original Agreement, the parties desire to amend the Agreement as set forth in more detail below; and

WHEREAS, each of the parties hereto has the authority to execute this Sixth Amendment and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Sixth Amendment so that this Sixth Amendment constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the District and the Contractor agree as follows:

SECTION 1. The Agreement is hereby affirmed, and the parties hereto agree that it continues to constitute a valid and binding agreement between the parties. Except as described in Section 2 of this Sixth Amendment, nothing herein shall modify the rights and obligations of the parties under the Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, indemnification, and sovereign immunity provisions, remain in full effect and fully enforceable.

SECTION 2. The Agreement is hereby amended as follows:

A. The term of the Agreement is hereby renewed such that the term of the Agreement shall expire on September 30, 2025, unless terminated earlier in accordance with Section 11 of the Original Agreement.

SECTION 3. All other terms of the Agreement shall remain in full force and effect and are hereby ratified.

IN WITNESS WHEREOF, the parties hereto have signed this Sixth Amendment to the Agreement on the day and year first written above.

ATTEST:

**BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

THE LAKE DOCTORS, INC., a Florida
corporation

By: _____

By: _____
Its: _____

F.

Yoga Class

**AGREEMENT BY AND BETWEEN THE
BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
AND Sandra Gehring REGARDING THE USE
OF THE DISTRICT'S RECREATION FACILITIES**

THIS AGREEMENT is made and entered into this 26th day of August, 2024,
by and between:

Bannon Lakes Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in St. Johns County, Florida, and with offices at 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the "District"), and

Sandra Gehring, a 98 Artist Oaks Ct. St Augustine, FL
with Sandra Gehring a mailing address of 32095
(the "Contractor").

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to and governed by Chapter 190, Florida Statutes; and

WHEREAS, the District owns, operates, and maintains various recreation facilities, which facilities are within the boundaries of the District (the "Amenity Facilities"); and

WHEREAS, the Contractor desires to make use of the Amenity Facilities for the purposes of providing those certain recreation services set forth in the Scope of Services which is attached hereto as **Exhibit A** and incorporated herein by reference ("Recreation Services"); and

WHEREAS, the District is willing to allow the Contractor to make use of the Amenity Facilities provided that such use does not impede the District's operation of the Amenity Facilities as a public improvement; and

WHEREAS, the District has determined that providing the Contractor with the ability to use the Amenity Facilities is a benefit to the District, is a proper public purpose, and makes appropriate use of the District's public facilities; and

WHEREAS, the District and the Contractor warrant and agree that they have all right, power, and authority to enter into and be bound by this agreement.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Contractor agree as follows:

1. INCORPORATION OF RECITALS. The Recitals stated above are true and correct and are incorporated herein as a material part of this Agreement.

2. DURATION OF AGREEMENT. This Agreement shall become effective on the date hereof and shall continue in full force and effect for a period of 9/3/24-9/2/25 from the date first written above (not to exceed one (1) year). The Agreement may be renewed, however, subject to the parties' agreement on the terms of such renewal.

3. PROVISION OF SERVICES BY CONTRACTOR. The Contractor may use the Amenity Facilities to provide the Recreation Services set forth in **Exhibit A**, at times that are acceptable to the District. The Contractor agrees that its use of the Amenity Facilities will be in conjunction with the use of the Amenity Facilities by other members of the public, and the Contractor's use shall not interfere with the operation of the Amenity Facilities as a public improvement. The Contractor further agrees that all use of the Amenity Facilities shall be subject to the policies and regulations of the District, and the District shall have the right to take such actions as are necessary to preserve the health, safety, and welfare of its residents, landowners, lands, and facilities. The Contractor understands and agrees that it will only provide the Recreation Services to Patrons of the Amenity Facilities, as that term is defined in the Amenity Facility Policies, unless the District's Board of Supervisors consents to the inclusion of non-Patrons. To the extent **Exhibit A** and this Agreement conflict, this Agreement shall control.

4. CARE OF PROPERTY. The Contractor agrees to use all due care to protect the property of the District, its residents, and landowners from damage, and to require any participants in the Recreation Services to do the same. The Contractor agrees that it shall assume responsibility for any and all damage to the District's Amenity Facilities or lands as a result of the Contractor's use under this Agreement and other damage, other than ordinary wear and tear, which may be attributable to an act or omission by the Contractor or its agent. In the event that any damage to the District's Amenity Facilities or lands occurs, the District shall notify the Contractor of such damage. The Contractor agrees that the District may make whatever arrangements necessary, in its sole discretion, to promptly make any such repairs as are necessary to preserve the health, safety, and welfare of the District's lands, facilities, residents and landowners. The Contractor agrees to reimburse the District for any such repairs within thirty (30) days of receipt of an invoice from the District reflecting the cost of the repairs made under this Paragraph.

5. ENFORCEMENT. A default by either Party under this Agreement shall entitle the other party to all remedies available at law or in equity, which includes, but is not limited to, the rights of damages, injunctive relief, and specific performance.

6. INDEMNIFICATION AND INSURANCE. The Contractor agrees to indemnify and hold harmless the District and its officers, agents, and employees from any and all liability, claims, actions, suits, or demands by any person, corporation, or other entity for injuries, death, property damage of any nature, arising out of, or in connection with, the use of the District's Amenity Facilities and lands by the Contractor, and its officers, agents, employees and guests, including litigation or any appellate proceedings with respect thereto. The Contractor agrees that nothing in this Agreement shall be construed as a waiver of the District's sovereign immunity or

limits of liability beyond any statutorily limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, Florida Statutes, or some other statute.

The Contractor shall maintain, throughout the terms of this Agreement the following insurance:

- A. Worker's Compensation in accordance with the laws of the State of Florida.
- B. Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries and property damage, with limits of not less than One Million Dollars (\$1,000,000) combined single limit bodily injury and property damage liability, including, at a minimum, Independent Contractors Coverage for bodily injury and property damage in connection with subcontractors' operation.
- C. Employer's Liability Coverage with limits of at least One Million Dollars (\$1,000,000) per accident or disease.

The District, its officers, agents and employees, shall be named as certificate holders and additional insured parties. The Contractor shall furnish the District with the certificate of insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the state of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-VII.

7. RECOVERY OF COSTS AND FEES. In the event either party to this Agreement is required to enforce this Agreement by court proceedings or otherwise, the prevailing party shall be entitled to recover from the other party all fees and costs incurred, including reasonable attorneys' fees and costs.

8. TERMINATION. The District shall have the right to terminate this Agreement at any time due to the Contractor's failure to perform in accordance with the terms of this Agreement or for any other reason, with or without cause. The Contractor shall have the right to terminate this Agreement upon fourteen (14) days notice to the District.

9. ENTIRE AGREEMENT. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement.

10. AMENDMENT. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties to the Agreement.

11. ASSIGNMENT. Neither the District nor the Contractor may assign their rights, duties or obligations under this Agreement without the prior written approval of the other. Any purported assignment without said written authorization shall be void.

12. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. The parties agree that venue shall be in St. Johns County, Florida.

13. NOTICES. All notices, requests, consents, and other communications hereunder ("Notices") shall be in writing and shall be delivered, mailed by Federal Express or First Class Mail, postage prepaid, to the parties as follows:

A. If to the District:

Bannon Lakes
Community Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092
Attn: District Manager

With a copy to:

Hopping, Green & Sams, P.A.
119 South Monroe Street, Suite 300
Post Office Box 6526
Tallahassee, Florida 32314
Attn: Wesley S. Haber

B. If to the Contractor:

98 Artist Oaks Ct.
St. Augustine, FL 32095
Attn: Sandra Gehring

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notice on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

SECTION 14. PUBLIC RECORDS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*.

Contractor acknowledges that the designated public records custodian for the District is **Jim Oliver** (“Public Records Custodian”). Among other requirements and to the extent applicable by law, the Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor’s possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

If the Contractor has any questions regarding the application of Chapter 119, *Florida Statutes*, to the Contractor’s duty to provide public records relating to this Agreement, please contact the District’s Custodian of Public Records, Jim Oliver by phone at (904) 940-5850, by email at joliver@gmsnf.com, or by mail at 475 West Town Place, Suite 114, World Golf Village, St. Augustine, Florida 32092.

SECTION 15. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

[Signatures on following page]

IN WITNESS WHEREOF, the parties execute this Agreement the day and year first written above.

Attest:

**BANNON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

DocuSigned by:

Jim Oliver

01BA5E5E7410418...

Secretary

Signed by:

Michael Sheldon

02A4080CD5654B4

Chairman, Board of Supervisors

Witness

Signature

Print Name of Witness

[Signature]

Name: *Sandra Gehring*

Title: *Yoga Instructor*

Exhibit A: Scope of Services

Exhibit A

Fitness Instructor Scope of Services

- The District will reserve the right to offer classes in increments of six week sessions. Each session will be payable in full by the resident on the first day of each session.
- The Instructor will offer classes for \$10 per class, based on a six week session commitment. Drop-in classes will be offered at a rate of \$12 per class. All class fees are to be payable to the Instructor.
- Instructor will be required to meet with the Amenities and Recreation Manager to determine class day/times offered and room placement.
- Instructor will notify the District through email for any cancellations/changes that occur to a scheduled class. The Instructor must give a minimum of 24 hour advanced notice of this cancellation.
- If a new session does not get the minimum requirement of five attendees the class will be held for that day only. The remaining portion of the session will be cancelled. The fee to be charged will be \$10 for that single class period.
- Once a session is established, the Instructor is required to teach a class regardless of the number of attendees.
- The District is not responsible for outside distractions and noise level that may occur during scheduled class times.
- Instructors are responsible for all personal items.
- All issues that arise in reference to fitness classes are to be relayed to the Amenities and Recreation Manager for resolution.

G.

Fundamentals of Youth Running Program

**AGREEMENT BY AND BETWEEN THE
BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
AND Gina Levesque REGARDING THE USE
OF THE DISTRICT'S RECREATION FACILITIES**

THIS AGREEMENT is made and entered into this 26th day of August, 2024,
by and between:

Bannon Lakes Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in St. Johns County, Florida, and with offices at 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the "District"), and

Gina Levesque (G Levesque LLC), a _____,
with 140 Ash Breeze Cove mailing address of St. Augustine, FL. 32095
(the "Contractor").

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to and governed by Chapter 190, Florida Statutes; and

WHEREAS, the District owns, operates, and maintains various recreation facilities, which facilities are within the boundaries of the District (the "Amenity Facilities"); and

WHEREAS, the Contractor desires to make use of the Amenity Facilities for the purposes of providing those certain recreation services set forth in the Scope of Services which is attached hereto as **Exhibit A** and incorporated herein by reference ("Recreation Services"); and

WHEREAS, the District is willing to allow the Contractor to make use of the Amenity Facilities provided that such use does not impede the District's operation of the Amenity Facilities as a public improvement; and

WHEREAS, the District has determined that providing the Contractor with the ability to use the Amenity Facilities is a benefit to the District, is a proper public purpose, and makes appropriate use of the District's public facilities; and

WHEREAS, the District and the Contractor warrant and agree that they have all right, power, and authority to enter into and be bound by this agreement.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Contractor agree as follows:

1. INCORPORATION OF RECITALS. The Recitals stated above are true and correct and are incorporated herein as a material part of this Agreement.

2. DURATION OF AGREEMENT. This Agreement shall become effective on the date hereof and shall continue in full force and effect for a period of 9/3/24-9/2/25 from the date first written above (not to exceed one (1) year). The Agreement may be renewed, however, subject to the parties' agreement on the terms of such renewal.

3. PROVISION OF SERVICES BY CONTRACTOR. The Contractor may use the Amenity Facilities to provide the Recreation Services set forth in **Exhibit A**, at times that are acceptable to the District. The Contractor agrees that its use of the Amenity Facilities will be in conjunction with the use of the Amenity Facilities by other members of the public, and the Contractor's use shall not interfere with the operation of the Amenity Facilities as a public improvement. The Contractor further agrees that all use of the Amenity Facilities shall be subject to the policies and regulations of the District, and the District shall have the right to take such actions as are necessary to preserve the health, safety, and welfare of its residents, landowners, lands, and facilities. The Contractor understands and agrees that it will only provide the Recreation Services to Patrons of the Amenity Facilities, as that term is defined in the Amenity Facility Policies, unless the District's Board of Supervisors consents to the inclusion of non-Patrons. To the extent **Exhibit A** and this Agreement conflict, this Agreement shall control.

4. CARE OF PROPERTY. The Contractor agrees to use all due care to protect the property of the District, its residents, and landowners from damage, and to require any participants in the Recreation Services to do the same. The Contractor agrees that it shall assume responsibility for any and all damage to the District's Amenity Facilities or lands as a result of the Contractor's use under this Agreement and other damage, other than ordinary wear and tear, which may be attributable to an act or omission by the Contractor or its agent. In the event that any damage to the District's Amenity Facilities or lands occurs, the District shall notify the Contractor of such damage. The Contractor agrees that the District may make whatever arrangements necessary, in its sole discretion, to promptly make any such repairs as are necessary to preserve the health, safety, and welfare of the District's lands, facilities, residents and landowners. The Contractor agrees to reimburse the District for any such repairs within thirty (30) days of receipt of an invoice from the District reflecting the cost of the repairs made under this Paragraph.

5. ENFORCEMENT. A default by either Party under this Agreement shall entitle the other party to all remedies available at law or in equity, which includes, but is not limited to, the rights of damages, injunctive relief, and specific performance.

6. INDEMNIFICATION AND INSURANCE. The Contractor agrees to indemnify and hold harmless the District and its officers, agents, and employees from any and all liability, claims, actions, suits, or demands by any person, corporation, or other entity for injuries, death, property damage of any nature, arising out of, or in connection with, the use of the District's Amenity Facilities and lands by the Contractor, and its officers, agents, employees and guests, including litigation or any appellate proceedings with respect thereto. The Contractor agrees that nothing in this Agreement shall be construed as a waiver of the District's sovereign immunity or

limits of liability beyond any statutorily limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, Florida Statutes, or some other statute.

The Contractor shall maintain, throughout the terms of this Agreement the following insurance:

- A. Worker's Compensation in accordance with the laws of the State of Florida.
- B. Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries and property damage, with limits of not less than One Million Dollars (\$1,000,000) combined single limit bodily injury and property damage liability, including, at a minimum, Independent Contractors Coverage for bodily injury and property damage in connection with subcontractors' operation.
- C. Employer's Liability Coverage with limits of at least One Million Dollars (\$1,000,000) per accident or disease.

The District, its officers, agents and employees, shall be named as certificate holders and additional insured parties. The Contractor shall furnish the District with the certificate of insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the state of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-VII.

7. RECOVERY OF COSTS AND FEES. In the event either party to this Agreement is required to enforce this Agreement by court proceedings or otherwise, the prevailing party shall be entitled to recover from the other party all fees and costs incurred, including reasonable attorneys' fees and costs.

8. TERMINATION. The District shall have the right to terminate this Agreement at any time due to the Contractor's failure to perform in accordance with the terms of this Agreement or for any other reason, with or without cause. The Contractor shall have the right to terminate this Agreement upon fourteen (14) days notice to the District.

9. ENTIRE AGREEMENT. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement.

10. AMENDMENT. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties to the Agreement.

11. ASSIGNMENT. Neither the District nor the Contractor may assign their rights, duties or obligations under this Agreement without the prior written approval of the other. Any purported assignment without said written authorization shall be void.

12. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. The parties agree that venue shall be in St. Johns County, Florida.

13. NOTICES. All notices, requests, consents, and other communications hereunder (“Notices”) shall be in writing and shall be delivered, mailed by Federal Express or First Class Mail, postage prepaid, to the parties as follows:

A. If to the District: Bannan Lakes
Community Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092
Attn: District Manager

With a copy to: Hopping, Green & Sams, P.A.
119 South Monroe Street, Suite 300
Post Office Box 6526
Tallahassee, Florida 32314
Attn: Wesley S. Haber

B. If to the Contractor: 140 Ash Breeze Cove
St. Augustine, FL. 32095
Attn: Gina Levesque

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notice on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

SECTION 14. PUBLIC RECORDS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*.

Contractor acknowledges that the designated public records custodian for the District is **Jim Oliver** (“Public Records Custodian”). Among other requirements and to the extent applicable by law, the Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor’s possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

If the Contractor has any questions regarding the application of Chapter 119, *Florida Statutes*, to the Contractor’s duty to provide public records relating to this Agreement, please contact the District’s Custodian of Public Records, Jim Oliver by phone at (904) 940-5850, by email at joliver@gmsnf.com, or by mail at 475 West Town Place, Suite 114, World Golf Village, St. Augustine, Florida 32092.

SECTION 15. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

[Signatures on following page]

IN WITNESS WHEREOF, the parties execute this Agreement the day and year first written above.

Attest:

**BANNON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

DocuSigned by:

Jim Oliver
Secretary

Signed by:

Michael Sheldon
Chairman, Board of Supervisors

Witness

Diana Lambert
Signature

Diana Lambert
Print Name of Witness

Gina Levesque

Name: Gina Levesque
Title: Youth Running Program

Exhibit A: Scope of Services

Exhibit A

Fitness Instructor Scope of Services

- The District will reserve the right to offer classes in increments of six week sessions. Each session will be payable in full by the resident on the first day of each session.
- The Instructor will offer classes for \$10 per class, based on a six week session commitment. Drop-in classes will be offered at a rate of \$12 per class. All class fees are to be payable to the Instructor.
- Instructor will be required to meet with the Amenities and Recreation Manager to determine class day/times offered and room placement.
- Instructor will notify the District through email for any cancellations/changes that occur to a scheduled class. The Instructor must give a minimum of 24 hour advanced notice of this cancellation.
- If a new session does not get the minimum requirement of five attendees the class will be held for that day only. The remaining portion of the session will be cancelled. The fee to be charged will be \$10 for that single class period.
- Once a session is established, the Instructor is required to teach a class regardless of the number of attendees.
- The District is not responsible for outside distractions and noise level that may occur during scheduled class times.
- Instructors are responsible for all personal items.
- All issues that arise in reference to fitness classes are to be relayed to the Amenities and Recreation Manager for resolution.

TWELFTH ORDER OF BUSINESS

A.

REQUISITION NO. 51
(2021 Acquisition and Construction Account)

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
(ST. JOHNS COUNTY, FLORIDA)

\$7,415,000

Special Assessment Revenue Bonds, Series 2021

The undersigned, a Responsible Officer of Bannan Lakes Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to The Bank of New York Mellon Trust Company, N.A., as trustee (the "Trustee"), dated as of January 1, 2016 (the "Indenture"; all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 51
- (B) Name of Payee: Vallencourt Construction Company, Inc.
449 Center Street
Green Cove Springs,
FL 32043
- (C) Amount Payable: \$211,191.77
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):
- (E) Fund or Account from which disbursement to be made: 2021 Acquisition and Construction Account

The undersigned hereby certifies that:

1. this requisition is for Costs of the 2021 Project payable from the 2021 Acquisition and Construction Account that have not previously been paid.
2. each disbursement set forth above is a proper charge against the 2021 Costs of Issuance Account.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested.

Dated: **October 2, 2024**


**BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

By  Secretary
Chairperson, Board of Supervisors

CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY

If this requisition is for a disbursement from other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

ENGLAND, THIMS & MILLER, INC.


By: George Katsaras
Title: District Engineer

Marcus McInarnay, President
Mike Vallencourt Sr., Chairman



Mike Vallencourt II, Vice President
J. Daniel Vallencourt, Vice President
Stan Bates P.E., Vice President

INVOICE

Date: July 9, 2024

Period To: 07/31/2024

To: Government Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

VCC Project #:

Attn : Jim Oliver

Invoice 9373-1

Application #: 1

**Project Description: Bannon Lakes Top Lift & Concrete Repairs
 475 West Town Place, Suite 114
 St. Augustine, FL 32092**

ORIGINAL CONTRACT AMOUNT.....	\$211,191.77
CHANGE ORDERS TO DATE.....	
REVISED CONTRACT AMOUNT.....	
PERCENTAGE COMPLETE.....	100.00%
WORK COMPLETE TO DATE.....	
STORED MATERIALS.....	
TOTAL COMPLETED & STORED	
LESS RETAINAGE.....	
TOTAL EARNED LESS RETAINAGE.....	
LESS PREVIOUS BILLINGS.....	
CURRENT DUE.....	\$211,191.77



Marcus McInarnay, President
Mike Vallencourt Sr., Chairman



Mike Vallencourt II, Vice President
J. Daniel Vallencourt, Vice President
Stan Bates P.E., Vice President

To: Governmental Management Services, LLC
Address: 475 West Town Place, Suite 114
St. Augustine, FL 32092

Contact: Jim Oliver
Phone: 904-940-5850
Fax: n/a
Bid Number: n/a
Bid Date: n/a

Project Name: Bannan Lakes Top Lift & Concrete Repairs
Project Location: 475 West Town Place, Suite 114, St. Augustine, FL 32092

Item #	Item Description	Total Price
1	Asphalt Top Lift & Concrete Repairs	\$211,191.77
Total:		\$211,191.77

Title	2024-25 - Invoice - Bannon Lakes Top Lift & Concrete Repairs - Vallencourt Construction Co. Inc. - Jul2024
File name	202425_Invoice_BannonLakesTopLiftConcreteRepairs_VallencourtConstructionCoInc_Jul2024.pdf
Audit trail format	MM/DD/YYYY
Status	Signed

Document history

Created	07/09/2024 08:23:47 EDT Created by Stan Bates (stan@vallencourt.com) IP: 50.237.44.42
Signed	07/09/2024 08:28:04 EDT Signed by Stan Bates (stan@vallencourt.com) IP: 50.237.44.42

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Marcus McInarnay, President
Mike Vallencourt Sr., Chairman



Mike Vallencourt II, Vice President
J. Daniel Vallencourt, Vice President
Stan Bates P.E., Vice President

To:	Bannon Lakes Community Development District	Contact:	Jim Oliver
Address:	Care Of: Governmental Management Services, LLC, 475 West Town Place, Suite 114 St. Augustine, FL 32092	Phone:	904-940-5850
Project Name:	Bannon Lakes Blvd. - Top Lift	Bid Number:	
Project Location:	Bannon Lakes, St. Augustine, FL	Bid Date:	3/22/2024

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
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001 General Conditions

100	General Conditions	1.00	LS	\$9,649.40	\$9,649.40
110	Prep & Cleanup Prior To Paving	1.00	LS	\$11,694.65	\$11,694.65
Total Price for above 001 General Conditions Items:					\$21,344.05

007 Maintenance Of Traffic

700	Maintenance of Traffic	1.00	LS	\$7,702.66	\$7,702.66
Total Price for above 007 Maintenance Of Traffic Items:					\$7,702.66

015 Asphalt Paving

1503	1" Asphalt Pavement - IGP To Duran Drive	4,491.00	SY	\$7.52	\$33,772.32
1503	1" Asphalt Pavement - Duran Drive	4,033.00	SY	\$7.52	\$30,328.16
1503	1" Asphalt Pavement - Duran Drive To Lift Station #2	9,303.00	SY	\$7.52	\$69,958.56
1518	Tack Coat - IGP To Duran Drive	4,491.00	SY	\$0.59	\$2,649.69
1518	Tack Coat - Duran Drive	4,533.00	SY	\$0.59	\$2,674.47
1518	Tack Coat - Duran Drive To Lift Station #2	9,303.00	SY	\$0.59	\$5,488.77
1503	Mill Damaged Asphalt	1,067.00	SY	\$4.54	\$4,844.18
Total Price for above 015 Asphalt Paving Items:					\$149,716.15

017 Striping & Signs

1701	Permanent Paint Striping	1.00	LS	\$1,960.89	\$1,960.89
1703	Thermoplastic Striping	1.00	LS	\$5,072.40	\$5,072.40
Total Price for above 017 Striping & Signs Items:					\$7,033.29

018 Curbs

1811	Remove & Replace Damaged Curb	250.00	LF	\$53.00	\$13,250.00
Total Price for above 018 Curbs Items:					\$13,250.00

020 Sidewalks

2005	Remove & Replace Damaged A.D.A. Handicap Ramps	4.00	EACH	\$883.28	\$3,533.12
2004	Remove & Replace Damaged Sidewalk	625.00	SF	\$13.78	\$8,612.50
Total Price for above 020 Sidewalks Items:					\$12,145.62

Total Bid Price: \$211,191.77

Notes:

- The above price excludes Landscaping & Irrigation
- The above price excludes Sunday Work
- Excludes bond, survey, as-builts
- Above price is based on assumption that all cars are moved and do not impede production. If crew is delayed more than 30 minutes, a charge of \$350 per hour will be charged.
- Coordination and notification with residents and other parties is by others

Payment Terms:

Payment due within 30 days of date of invoice, regardless of when payment is made by Owner.

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: <u>Bonklow Lopez, C.D.D.</u></p> <p>Signature: <u>[Handwritten Signature]</u>, Chairman</p> <p>Date of Acceptance: <u>3/26/24</u></p>	<p>CONFIRMED: Vallencourt Construction Company, Inc.</p> <p>Authorized Signature: _____</p> <p>Estimator: _____</p>
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B.

REQUISITION NO. 11
(2021 Acquisition and Construction Account)

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
(ST. JOHNS COUNTY, FLORIDA)

Special Assessment Revenue Bonds, Series 2022

The undersigned, a Responsible Officer of Bannan Lakes Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to The Bank of New York Mellon Trust Company, N.A., as trustee (the "Trustee"), dated as of January 1, 2016 (the "Indenture"; all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 11

- (B) Name of Payee: Vallencourt Construction Co., Inc.
419 Center Street
Green Cove Springs, FL 32043

- (C) Amount Payable \$211,191.77

- (D) Purpose for which paid or incurred (refer also to specific contract if amount

is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Bannan Lakes Top Lift & Concrete Repairs - Invoice 9373-1

- (E) Fund or Account from which disbursement to be made: 2022 Acquisition and Construction Account

The undersigned hereby certifies that:

1. this requisition is for Costs of the 2022 Project payable from the 2022 Acquisition and Construction Account that have not previously been paid.
2. each disbursement set forth above is a proper charge against the 2022 Costs of Issuance Account.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested.

Dated: October 2, 2024

**BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

By: Maura St
Assistant Secretary
Chairperson, Board of Supervisors

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

ENGLAND, THIMS & MILLER, INC.

By: Greg V. Katsun
Title: District Engineer

Marcus McInarnay, President
Mike Vallencourt Sr., Chairman



Mike Vallencourt II, Vice President
J. Daniel Vallencourt, Vice President
Stan Bates P.E., Vice President

INVOICE

Date: July 9, 2024

Period To: 07/31/2024

To: Government Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

VCC Project #:

Attn : Jim Oliver

Invoice 9373-1

Application #: 1

Project Description: **Bannon Lakes Top Lift & Concrete Repairs
475 West Town Place, Suite 114
St. Augustine, FL 32092**

ORIGINAL CONTRACT AMOUNT.....	\$211,191.77
CHANGE ORDERS TO DATE.....	
REVISED CONTRACT AMOUNT.....	
PERCENTAGE COMPLETE.....	100.00%
WORK COMPLETE TO DATE.....	
STORED MATERIALS.....	
TOTAL COMPLETED & STORED	
LESS RETAINAGE.....	
TOTAL EARNED LESS RETAINAGE.....	
LESS PREVIOUS BILLINGS.....	
CURRENT DUE.....	\$211,191.77



Marcus McInarnay, President
Mike Vallencourt Sr., Chairman



Mike Vallencourt II, Vice President
J. Daniel Vallencourt, Vice President
Stan Bates P.E., Vice President

To: Governmental Management Services, LLC
Address: 475 West Town Place, Suite 114
St. Augustine, FL 32092

Contact: Jim Oliver
Phone: 904-940-5850

Fax: n/a

Bid Number: n/a

Bid Date: n/a

Project Name: Bannan Lakes Top Lift & Concrete Repairs

Project Location: 475 West Town Place, Suite 114, St. Augustine, FL 32092

Item #	Item Description	Total Price
1	Asphalt Top Lift & Concrete Repairs	\$211,191.77
Total:		\$211,191.77

Title 2024-25 - Invoice - Bannon Lakes Top Lift & Concrete Repairs - Vallencourt Construction Co. Inc. - Jul2024

File name 202425_Invoice_BannonLakesTopLiftConcreteRepairs_VallencourtConstructionCoInc_Jul2024.pdf

Audit trail format MM/DD/YYYY

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Marcus McInarnay, President
Mike Vallencourt St., Chairman



Mike Vallencourt II, Vice President
J. Daniel Vallencourt, Vice President
Stan Bates P.E., Vice President

To:	Bannon Lakes Community Development District	Contact:	Jim Oliver
Address:	Care Of: Governmental Management Services, LLC, 475 West Town Place, Suite 114 St. Augustine, FL 32092	Phone:	904-940-5850
Project Name:	Bannon Lakes Blvd. - Top Lift	Bid Number:	
Project Location:	Bannon Lakes, St. Augustine, FL	Bid Date:	3/22/2024

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
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001 General Conditions

100	General Conditions	1.00	LS	\$9,649.40	\$9,649.40
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Total Price for above 001 General Conditions Items:					\$21,344.05

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Total Price for above 007 Maintenance Of Traffic Items:					\$7,702.66

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1503	Mill Damaged Asphalt	1,067.00	SY	\$4.54	\$4,844.18
Total Price for above 015 Asphalt Paving Items:					\$149,716.15

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1703	Thermoplastic Striping	1.00	LS	\$5,072.40	\$5,072.40
Total Price for above 017 Striping & Signs Items:					\$7,033.29

018 Curbs

1811	Remove & Replace Damaged Curb	250.00	LF	\$53.00	\$13,250.00
Total Price for above 018 Curbs Items:					\$13,250.00

020 Sidewalks

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2004	Remove & Replace Damaged Sidewalk	625.00	SF	\$13.78	\$8,612.50
Total Price for above 020 Sidewalks Items:					\$12,145.62

Total Bid Price: \$211,191.77

Notes:

- The above price excludes Landscaping & Irrigation
- The above price excludes Sunday Work
- Excludes bond, survey, as-builts
- Above price is based on assumption that all cars are moved and do not impede production. If crew is delayed more than 30 minutes, a charge of \$350 per hour will be charged.
- Coordination and notification with residents and other parties is by others

Payment Terms:

Payment due within 30 days of date of invoice, regardless of when payment is made by Owner.

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: <u>Babalola Lopez, C.T.D.</u></p> <p>Signature: <u>[Handwritten Signature]</u></p> <p>Date of Acceptance: <u>3/26/24</u></p>	<p>CONFIRMED: Vallencourt Construction Company, Inc.</p> <p>Authorized Signature: _____</p> <p>Estimator: _____</p>
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FOURTEENTH ORDER OF BUSINESS

D.



Manager Report Amenities & Operations

Date of report: 11/6/2024

Submitted by: Diana Lambert

Amenity Manager Updates

CLUBS/PROGRAMS ACTIVE AT BANNON LAKES

- Monday: Yoga 10:00-11:00 am
Mahjong 1:00pm-5:00pm
- Tuesday: Book Club 7:00pm-10:00pm (2nd Tuesday Monthly)
- Wednesday: Women's Card Club 1:00pm-5:00pm
Men's Card Club 5:30-9:00 pm
- Thursday: Games Club 1:00pm-5:00pm
- Friday: Yoga 10:00-11:00 am
Bunco 7:00pm-10:00pm (2nd Friday Monthly)
 - adjusted as needed to accommodate resident reservations.
- Inspired St. Johns - Craft Nights once every 2-3 months

Follow-up Items

- Small Rental Fee for Clubhouse Rentals (\$50-\$100)

Upcoming & Completed Events

- September 14th – Back to School Event - Cancelled Due to Weather
- October 31st – Halloween Kick-Off 5:30-6:30pm – Expect 150+ People
- November 2nd - Fall Festival 11:00am-2:00pm
- December 14th - Sweet Treats with Santa 11:00am-2:00pm

Operations Manager Updates

Completed Projects

- Pool chairs were recovered 15 loungers and 5 chairs
- Security system has been installed and active
- Tile and Grout was cleaned in Amenity Center areas
- 3 Dead trees were Felled in preserves
- Pool was inspected and passed by the Health Department

Pending Projects

- Dog Park Gate replacement
- Annual Pressure washing of Amenity center buildings followed by the installation of Christmas lights
- Continued treatment of all CDD Ponds
- Onsite staff continues to work to deter ducks and geese from the Amenity Center

SEVENTEENTH ORDER OF BUSINESS

A.

Bannon Lakes
Community Development District

Unaudited Financial Reporting
September 30, 2024



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2-3	<u>General Fund</u>
4-5	<u>Month to Month</u>
6	<u>Debt Service Fund Series 2016</u>
7	<u>Debt Service Fund Series 2021</u>
8	<u>Debt Service Fund Series 2022</u>
9	<u>Capital Project Funds</u>
10	<u>Capital Reserve Fund</u>
11	<u>Long Term Debt Report</u>
12	<u>Assessment Receipt Schedule</u>
13	<u>Check Register Summary</u>

Bannon Lakes
Community Development District
Combined Balance Sheet
September 30, 2024

	General Fund	Debt Service Fund	Capital Project Fund	Capital Reserve Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating Account - Hancock	\$ 64,842	\$ -	\$ -	\$ 20,223	\$ 85,066
Assessments Receivable	-	-	-	-	-
Due from Other	521	-	-	-	521
Due from General Fund	-	246	-	3,084	3,330
Due from Capital Fund	-	-	-	-	-
Due from Developer	38,072	-	-	-	38,072
Investments:					
State Board of Administration (SBA)	212,426	-	-	46,099	258,525
Series 2016					
Reserve	-	370,500	-	-	370,500
Interest	-	-	-	-	-
Sinking	-	-	-	-	-
Revenue	-	611,512	-	-	611,512
Prepayment	-	125	-	-	125
Construction	-	-	-	-	-
Series 2021					
Reserve	-	207,150	-	-	207,150
Interest	-	88	-	-	88
Prepayment	-	4	-	-	4
Revenue	-	176,455	-	-	176,455
Sinking	-	108	-	-	108
Construction	-	-	33,204	-	33,204
Series 2022					
Reserve	-	260,900	-	-	260,900
Revenue	-	155	-	-	155
Interest	-	210,357	-	-	210,357
Prepayment	-	342	-	-	342
Sinking	-	117	-	-	117
Construction	-	-	1,072,827	-	1,072,827
Prepaid Expenses	41,927	-	-	-	41,927
Deposits	50	-	-	-	50
Total Assets	\$ 357,838	\$ 1,838,060	\$ 1,106,031	\$ 69,407	\$ 3,371,336
Liabilities:					
Accounts Payable	\$ 15,262	\$ -	\$ -	\$ 9,416	\$ 24,677
Accrued Expenses	-	-	-	-	-
FICA Payable	-	-	-	-	-
Deferred Revenue	38,072	-	-	-	38,072
Due to Capital Reserve	3,084	-	-	-	3,084
Due to Debt Service - Series 2016	158	-	-	-	158
Due to Debt Service - Series 2021	89	-	-	-	89
Due to Debt Service - Series 2022	-	-	-	-	-
Total Liabilities	\$ 56,664	\$ -	\$ -	\$ 9,416	\$ 66,080
Fund Balance:					
Nonspendable:					
Prepaid Items	\$ 41,927	\$ -	-	\$ -	\$ 41,927
Deposits	50	-	-	-	50
Restricted for:					
Debt Service	-	1,838,060	-	-	1,838,060
Capital Project	-	-	1,106,031	-	1,106,031
Assigned for:					
Capital Reserve Fund	-	-	-	59,991	59,991
Capital Reserves	-	-	-	-	-
Unassigned	259,198	-	-	-	259,198
Total Fund Balances	\$ 301,175	\$ 1,838,060	\$ 1,106,031	\$ 59,991	\$ 3,305,256
Total Liabilities & Fund Balance	\$ 357,838	\$ 1,838,060	\$ 1,106,031	\$ 69,407	\$ 3,371,336

Bannon Lakes
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2024

	Adopted Budget	Prorated Budget Thru 09/30/24	Actual Thru 09/30/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 650,826	\$ 650,826	\$ 654,999	\$ 4,173
Special Assessments - Direct	144,602	144,602	144,602	-
Interest	800	800	10,497	9,697
Facility Revenue	300	300	275	(25)
Miscellaneous	-	-	93	93
Total Revenues	\$ 796,528	\$ 796,528	\$ 810,466	\$ 13,938

Expenditures:

General & Administrative:

Supervisor Fees	\$ 1,200	\$ 1,200	\$ 1,800	\$ (600)
PR-FICA	-	-	138	(138)
Engineering	4,000	4,000	2,505	1,495
Attorney	12,000	12,000	7,775	4,225
Annual Audit	3,725	3,725	3,725	-
Assessment Administration	7,950	7,950	7,950	-
Arbitrage Rebate	1,800	1,800	1,200	600
Dissemination Agent	9,010	9,010	9,010	0
Trustee Fees	13,545	13,545	16,562	(3,017)
Management Fees	52,088	52,088	52,088	(0)
Information Technology	1,908	1,908	1,908	-
Website Maintenance	1,272	1,272	1,272	-
Telephone	500	500	84	416
Postage & Delivery	500	500	578	(78)
Meeting Room Rental	2,200	2,200	2,844	(644)
Insurance General Liability/Public Officials	7,388	7,388	6,952	436
Printing & Binding	1,600	1,600	1,143	457
Legal Advertising	2,000	2,000	489	1,511
Other Current Charges	600	600	260	340
Office Supplies	400	400	4	396
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 123,861	\$ 123,861	\$ 118,464	\$ 5,397

Bannon Lakes
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2024

	Adopted Budget	Prorated Budget Thru 09/30/24	Actual Thru 09/30/24	Variance
<i>Operations & Maintenance</i>				
Amenity Center Expenditures				
Insurance	\$ 26,505	\$ 26,505	\$ 27,475	\$ (970)
Utilities				
Phone/Internet/Cable	8,735	8,735	8,229	506
Electric	25,000	25,000	21,301	3,699
Water/Irrigation	15,000	15,000	10,280	4,720
Gas	200	200	-	200
Refuse	6,000	6,000	2,636	3,364
Security				
Security Monitoring	600	600	-	600
Access Cards	2,500	2,500	1,488	1,013
Management Contracts				
Facility Management	74,617	74,617	74,617	0
Facility Attendant	6,400	6,400	7,104	(704)
Field Mgmt / Admin	24,289	24,289	24,289	0
Pool Maintenance	13,356	13,356	13,374	(18)
Pool Chemicals	12,075	12,075	10,671	1,404
Janitorial	14,039	14,039	13,483	556
Janitorial Supplies	3,840	3,840	1,643	2,197
Facility Maintenance	33,604	33,604	31,150	2,454
Repairs & Maintenance	45,000	45,000	33,569	11,431
Special Events	10,000	10,000	9,693	307
Holiday Decorations	5,000	5,000	5,000	-
Fitness Center Repairs/Supplies	7,000	7,000	3,670	3,330
Office Supplies	1,500	1,500	2,634	(1,134)
ASCAP/BMI Licenses	500	500	-	500
Pest Control	4,950	4,950	3,730	1,220
Subtotal Amenity Center Expenditures	\$ 340,710	\$ 340,710	\$ 306,036	\$ 34,675
Grounds Maintenance				
Hydrology Quality/Mitigation	\$ 3,000	\$ 3,000	\$ 1,600	\$ 1,400
Landscape Maintenance	182,320	182,320	158,107	24,213
Landscape Contingency	26,000	26,000	20,581	5,420
Lake Maintenance	8,580	8,580	9,180	(600)
Grounds Maintenance	19,600	19,600	16,825	2,775
Pump Repairs	2,000	2,000	250	1,750
Streetlights	12,012	12,012	10,925	1,087
Streetlight Repairs	5,000	5,000	310	4,690
Irrigation Repairs	15,000	15,000	9,188	5,812
Miscellaneous	5,000	5,000	365	4,635
Reclaim Water	46,500	46,500	34,327	12,173
Storm Cleanup	4,000	4,000	1,750	2,250
Capital Reserve	3,084	3,084	3,084	-
Subtotal Grounds Maintenance	\$ 332,096	\$ 332,096	\$ 266,491	\$ 65,605
Total Operations & Maintenance	\$ 672,807	\$ 672,806	\$ 572,527	\$ 100,280
Total Expenditures	\$ 796,668	\$ 796,667	\$ 690,991	\$ 105,677
Excess (Deficiency) of Revenues over Expenditures	\$ (140)	\$ (140)	\$ 119,476	\$ 119,615
Net Change in Fund Balance	\$ (140)	\$ (140)	\$ 119,476	\$ 119,615
Fund Balance - Beginning	\$ -		\$ 181,699	
Fund Balance - Ending	\$ (140)		\$ 301,175	

Bannon Lakes
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Special Assessments - Tax Roll	\$ -	\$ 69,534	\$ 84,461	\$ 410,515	\$ 64,760	\$ 12,945	\$ 916	\$ -	\$ 11,729	\$ 139	\$ -	\$ -	\$ 654,999
Special Assessments - Direct	36,150	-	36,150	-	-	36,150	-	-	36,150	-	-	-	144,602
Interest	9	9	9	9	1,285	1,422	1,383	1,425	1,389	1,441	1,189	927	10,497
Facility Revenue	-	-	-	-	-	-	250	-	-	-	-	25	275
Miscellaneous	-	-	-	-	-	12	-	-	-	-	-	81	93
Total Revenues	\$ 36,160	\$ 69,543	\$ 120,621	\$ 410,524	\$ 66,045	\$ 50,530	\$ 2,549	\$ 1,425	\$ 49,269	\$ 1,579	\$ 1,189	\$ 1,033	\$ 810,466

Expenditures:													
General & Administrative:													
Supervisor Fees	\$ -	\$ 400	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ 800	\$ -	\$ 1,800
PR-FICA	-	31	-	-	15	-	-	31	-	-	61	-	138
Engineering	-	-	-	-	-	-	635	456	-	-	-	1,415	2,505
Attorney	595	1,245	611	410	1,589	259	512	1,515	165	875	-	-	7,775
Annual Audit	-	-	-	-	-	-	-	-	-	-	-	3,725	3,725
Assessment Administration	7,950	-	-	-	-	-	-	-	-	-	-	-	7,950
Arbitrage Rebate	-	-	-	1,200	-	-	-	-	-	-	-	-	1,200
Dissemination Agent	751	751	751	751	751	751	751	751	751	751	751	751	9,010
Trustee Fees	5,862	-	-	7,200	-	3,500	-	-	-	-	-	-	16,562
Management Fees	4,341	4,341	4,341	4,341	4,341	4,341	4,341	4,341	4,341	4,341	4,341	4,341	52,088
Information Technology	159	159	159	159	159	159	159	159	159	159	159	159	1,908
Website Maintenance	106	106	106	106	106	106	106	106	106	106	106	106	1,272
Telephone	34	-	4	33	-	-	10	-	-	4	-	-	84
Postage & Delivery	29	167	12	41	45	63	65	17	8	8	90	33	578
Meeting Room Rental	-	563	-	563	-	-	563	-	-	563	594	-	2,844
Insurance General Liability/Public Officials	6,952	-	-	-	-	-	-	-	-	-	-	-	6,952
Printing & Binding	35	28	61	7	62	122	54	288	212	105	27	142	1,143
Legal Advertising	-	-	-	65	-	-	67	66	-	220	71	-	489
Other Current Charges	-	-	-	-	-	-	250	-	-	-	-	10	260
Office Supplies	0	0	1	0	0	0	0	0	0	0	0	0	4
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 26,988	\$ 7,790	\$ 6,044	\$ 14,875	\$ 7,269	\$ 9,300	\$ 7,513	\$ 8,130	\$ 5,742	\$ 7,131	\$ 7,001	\$ 10,681	\$ 118,464
Operations & Maintenance													
Amenity Center Expenditures													
Insurance	\$ 26,872	\$ -	\$ 603	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,475
Utilities													
Phone/Internet/Cable	677	678	678	627	678	678	678	678	460	977	710	710	8,229
Electric	1,724	1,233	1,121	1,988	2,240	1,819	1,787	1,808	1,815	2,034	1,778	1,954	21,301
Water/Irrigation	888	756	814	819	609	769	604	884	1,001	1,255	791	1,091	10,280
Gas	-	-	-	-	-	-	-	-	-	-	-	-	-
Refuse	193	194	193	189	186	242	242	242	241	238	238	238	2,636
Security													
Security Monitoring	-	-	-	-	-	-	-	-	-	-	-	-	-
Access Cards	-	-	-	744	-	-	-	-	-	744	-	-	1,488
Management Contracts													
Facility Management	6,218	6,218	6,218	6,218	6,218	6,218	6,218	6,218	6,218	6,218	6,218	6,218	74,617
Facility Attendant	956	-	-	-	218	-	755	1,716	862	1,279	752	566	7,104
Field Mgmt / Admin	2,024	2,024	2,024	2,024	2,024	2,024	2,024	2,024	2,024	2,024	2,024	2,024	24,289
Pool Maintenance	1,113	1,113	1,113	1,113	1,113	1,113	1,131	1,113	1,113	1,113	1,113	1,113	13,374

Bannon Lakes
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Continued Amenity Center Expenditures													
Pool Chemicals	-	-	48	650	144	-	-	1,573	2,290	2,987	2,091	889	10,671
Janitorial	1,118	1,118	1,118	1,118	1,118	860	1,118	1,118	1,118	1,118	1,118	1,440	13,483
Janitorial Supplies	149	143	-	25	118	99	192	42	125	59	282	410	1,643
Facility Maintenance	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	3,150	2,800	2,800	-	31,150
Repairs & Maintenance	980	6,742	2,698	1,793	3,593	2,816	5,502	2,183	93	2,537	1,822	2,810	33,569
Special Events	2,033	922	1,040	502	248	2,348	-	607	429	163	1,400	-	9,693
Holiday Decorations	-	5,000	-	-	-	-	-	-	-	-	-	-	5,000
Fitness Center Repairs/Supplies	233	293	-	300	780	568	513	-	-	229	-	754	3,670
Office Supplies	13	47	348	1,563	143	107	60	13	275	40	13	13	2,634
ASCAP/BMI Licenses	-	-	-	-	-	-	-	-	-	-	-	-	-
Pest Control	260	260	260	260	260	260	260	260	260	260	870	260	3,730
Subtotal Amenity Center Expenditures	\$ 48,251	\$ 29,541	\$ 21,077	\$ 22,732	\$ 22,490	\$ 22,721	\$ 23,886	\$ 23,279	\$ 21,473	\$ 26,075	\$ 24,020	\$ 20,491	\$ 306,036
Grounds Maintenance													
Hydrology Quality/Mitigation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,600
Landscape Maintenance	13,110	13,110	13,110	13,110	13,110	13,110	13,110	13,110	13,110	13,110	13,503	13,503	158,107
Landscape Contingency	326	1,320	6,719	279	-	540	-	7,707	2,730	-	960	-	20,581
Lake Maintenance	650	650	788	788	788	788	788	788	788	788	788	788	9,180
Grounds Maintenance	-	2,691	1,375	1,633	1,633	1,633	1,633	1,633	1,028	1,862	1,633	70	16,825
Pump Repairs	-	-	-	-	-	-	-	-	250	-	-	-	250
Streetlights	912	912	912	911	922	910	914	911	888	911	911	911	10,925
Streetlight Repairs	-	-	-	-	-	-	310	-	-	-	-	-	310
Irrigation Repairs	785	677	1,307	324	167	1,097	1,002	588	873	582	882	906	9,188
Miscellaneous	-	-	-	-	-	-	-	-	-	-	77	289	365
Reclaim Water	1,982	1,937	1,765	1,781	1,624	1,784	2,786	3,847	3,565	5,080	5,251	2,926	34,327
Storm Cleanup	-	-	-	-	-	-	-	-	-	-	-	1,750	1,750
Capital Reserve	-	-	-	-	-	-	-	-	-	-	-	3,084	3,084
Subtotal Grounds Maintenance	\$ 17,764	\$ 21,297	\$ 25,975	\$ 18,827	\$ 18,245	\$ 21,462	\$ 20,543	\$ 28,584	\$ 23,231	\$ 22,333	\$ 24,004	\$ 24,227	\$ 266,491
Total Operations & Maintenance	\$ 66,015	\$ 50,838	\$ 47,052	\$ 41,558	\$ 40,735	\$ 44,183	\$ 44,429	\$ 51,863	\$ 44,704	\$ 48,408	\$ 48,024	\$ 44,718	\$ 572,527
Total Expenditures	\$ 93,003	\$ 58,628	\$ 53,096	\$ 56,433	\$ 48,004	\$ 53,483	\$ 51,942	\$ 59,993	\$ 50,446	\$ 55,539	\$ 55,024	\$ 55,399	\$ 690,991
Excess (Deficiency) of Revenues over Expenditures	\$ (56,843)	\$ 10,915	\$ 67,525	\$ 354,091	\$ 18,041	\$ (2,953)	\$ (49,393)	\$ (58,568)	\$ (1,177)	\$ (53,960)	\$ (53,835)	\$ (54,367)	\$ 119,476
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (56,843)	\$ 10,915	\$ 67,525	\$ 354,091	\$ 18,041	\$ (2,953)	\$ (49,393)	\$ (58,568)	\$ (1,177)	\$ (53,960)	\$ (53,835)	\$ (54,367)	\$ 119,476

Bannon Lakes
Community Development District
Debt Service Fund Series 2016
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2024

	Adopted Budget	Prorated Budget Thru 09/30/24	Actual Thru 09/30/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 741,000	\$ 741,000	\$ 744,922	\$ 3,922
Interest Income	7,000	7,000	42,476	35,476
Total Revenues	\$ 748,000	\$ 748,000	\$ 787,398	\$ 39,398
Expenditures:				
Interest - 11/01	\$ 263,850	\$ 263,850	\$ 263,850	\$ -
Principal - 11/01	210,000	210,000	210,000	-
Interest - 5/01	259,125	259,125	259,125	-
Total Expenditures	\$ 732,975	\$ 732,975	\$ 732,975	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 15,025	\$ 15,025	\$ 54,423	\$ 39,398
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 15,025	\$ 15,025	\$ 54,423	\$ 39,398
Fund Balance - Beginning	\$ 549,310		\$ 927,872	
Fund Balance - Ending	\$ 564,335		\$ 982,295	

Bannon Lakes
Community Development District
Debt Service Fund Series 2021
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2024

	Adopted Budget	Prorated Budget Thru 09/30/24	Actual Thru 09/30/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 413,100	\$ 413,100	\$ 418,720	\$ 5,620
Interest Income	4,000	4,000	19,121	15,121
Total Revenues	\$ 417,100	\$ 417,100	\$ 437,841	\$ 20,741
Expenditures:				
Interest - 11/01	\$ 128,275	\$ 128,275	\$ 128,275	\$ -
Special Call - 11/01	-	-	5,000	(5,000)
Principal - 5/01	155,000	155,000	155,000	-
Interest - 5/01	128,275	128,275	128,175	100
Total Expenditures	\$ 411,550	\$ 411,550	\$ 416,450	\$ (4,900)
Excess (Deficiency) of Revenues over Expenditures	\$ 5,550	\$ 5,550	\$ 21,391	\$ 15,841
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 5,550	\$ 5,550	\$ 21,391	\$ 15,841
Fund Balance - Beginning	\$ 132,180		\$ 362,503	
Fund Balance - Ending	\$ 137,730		\$ 383,894	

Bannon Lakes
Community Development District
Debt Service Fund Series 2022
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2024

	Adopted Budget	Prorated Budget Thru 09/30/24	Actual Thru 09/30/24	Variance
Revenues:				
Special Assessments - Direct	\$ 521,800	\$ 521,800	\$ 520,038	\$ (1,762)
Special Assessments -Prepayments	-	-	28,811	28,811
Interest Income	5,000	5,000	19,727	14,727
Total Revenues	\$ 526,800	\$ 526,800	\$ 568,577	\$ 41,777
Expenditures:				
Interest - 11/01	\$ 175,084	\$ 175,084	\$ 175,084	\$ -
Principal - 5/01	170,000	170,000	170,000	-
Interest - 5/01	175,084	175,084	175,084	-
Special Call - 5/1	-	-	60,000	(60,000)
Total Expenditures	\$ 520,168	\$ 520,168	\$ 580,168	\$ (60,000)
Excess (Deficiency) of Revenues over Expenditures	\$ 6,633	\$ 6,633	\$ (11,591)	\$ (18,223)
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 6,633	\$ 6,633	\$ (11,591)	\$ (18,223)
Fund Balance - Beginning	\$ 191,773		\$ 483,462	
Fund Balance - Ending	\$ 198,406		\$ 471,871	

Bannon Lakes
Community Development District
Capital Projects Fund Series 2021 and Series 2022
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2024

	Series 2021	Series 2022
Revenues		
Interest Income	\$ 1,688	\$ 53,476
Total Revenues	\$ 1,688	\$ 53,476
Expenditures:		
Capital Outlay	\$ 2,558	\$ 37,110
Total Expenditures	\$ 2,558	\$ 37,110
Excess (Deficiency) of Revenues over Expenditures	\$ (870)	\$ 16,366
Other Financing Sources/(Uses)		
Transfer In/(Out)	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -
Net Change in Fund Balance	\$ (870)	\$ 16,366
Fund Balance - Beginning	\$ 34,073	\$ 1,056,461
Fund Balance - Ending	\$ 33,204	\$ 1,072,827

Bannon Lakes
Community Development District
Capital Reserve Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2024

	Adopted Budget	Prorated Budget Thru 09/30/24	Actual Thru 09/30/24	Variance
Revenues				
Capital Reserve Transfer In	\$ 3,084	\$ 3,084	\$ 3,084	\$ -
Interest	1,100	1,100	2,701	1,601
Total Revenues	\$ 4,184	\$ 4,184	\$ 5,785	\$ 1,601
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ 9,416	\$ (9,416)
Repairs and Maintenance	40,000	40,000	18,217	21,783
Other Service Charges	420	420	96	324
Total Expenditures	\$ 40,420	\$ 40,420	\$ 27,729	\$ 12,691
Excess (Deficiency) of Revenues over Expenditures	\$ (36,236)		\$ (21,943)	
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (36,236)		\$ (21,943)	
Fund Balance - Beginning	\$ 92,095		\$ 81,934	
Fund Balance - Ending	\$ 55,859		\$ 59,991	

Bannon Lakes
Community Development District
Long Term Debt Report

Series 2016 Special Assessment Bonds	
Interest Rate:	4.5% -5.0%
Maturity Date:	11/1/2048
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement	\$370,500
Reserve Fund Balance	370,500
Bonds Outstanding - 1/31/16	\$11,850,000
Less: May 1, 2016	\$0
Less: May 1, 2019 (Prepayment)	(\$50,000)
Less: November 1, 2019	(\$190,000)
Less: November 1, 2019 (Prepayment)	(\$45,000)
Less: May 1, 2020 (Prepayment)	(\$140,000)
Less: November 1, 2020	(\$190,000)
Less: November 1, 2020 (Prepayment)	(\$135,000)
Less: May 1, 2021	(\$30,000)
Less: November 1, 2021	(\$195,000)
Less: November 1, 2021 (Prepayment)	(\$25,000)
Less: May 1, 2022 (Prepayment)	(\$25,000)
Less: November 1, 2022	(\$200,000)
Less: May 1, 2023 (Prepayment)	(\$5,000)
Less: November 1, 2023	(\$210,000)
Current Bonds Outstanding	\$10,410,000

Series 2021 Special Assessment Bonds	
Interest Rate:	2.5% -4.0%
Maturity Date:	5/1/1951
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement	\$206,550
Reserve Fund Balance	207,150
Bonds Outstanding - 1/20/21	\$7,415,000
Less: May 1, 2022	(\$150,000)
Less: May 1, 2023	(\$155,000)
Less: November 1, 2023 (Prepayment)	(\$5,000)
Less: May 1, 2024	(\$155,000)
Current Bonds Outstanding	\$6,950,000

Series 2022 Special Assessment Bonds	
Interest Rate:	2.875% -4.0%
Maturity Date:	5/1/1951
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement	\$260,900
Reserve Fund Balance	260,900
Bonds Outstanding - 2/25/22	\$9,135,000
Less: May 1, 2024	(\$170,000)
Less: May 1, 2024 (Prepayment)	(\$60,000)
Current Bonds Outstanding	\$8,905,000

Total Bonds Outstanding	\$26,265,000
--------------------------------	---------------------

B.

**Bannon Lakes Community Development District
FY24 Assessment Receipts**

ASSESSED TO	# Units	SERIES 2016 DEBT SERVICE ASMNT	SERIES 2021 DEBT SERVICE ASMNT	SERIES 2022 DEBT SERVICE ASMNT	O&M ASMNT	TOTAL ASMNTS
PULTE HOME COMPANY LLC	295	-	-	520,037.80	144,601.76	664,639.56
SUBTOTAL ADMIN O&M	295	-	-	520,037.80	144,601.76	664,639.56
TAX ROLL ASSESSED	691	740,176.13	416,052.05	-	650,826.09	1,807,054.27
TOTAL ASSESSED	986	740,176.13	416,052.05	520,037.80	795,427.85	2,471,693.83

DUE / RECEIVED	BALANCE DUE	SERIES 2016 DEBT SERVICE RECEIVED	SERIES 2021 DEBT SERVICE RECEIVED	SERIES 2022 DEBT SERVICE RECEIVED	O&M RECEIVED	TOTAL RECEIVED
PULTE HOME COMPANY LLC	-	-	-	520,037.80	144,601.76	664,639.56
SUBTOTAL ADMIN O&M	-	-	-	520,037.80	144,601.76	664,639.56
TAX ROLL RECEIPTS	(11,586.28)	744,921.92	418,719.64	-	654,998.99	1,818,640.55
TOTAL RECEIPTS / DUE	(11,586.28)	744,921.92	418,719.64	520,037.80	799,600.75	2,483,280.11

DIRECT INVOICES DUE IN INSTALLMENTS OF 25% DUE 10/15/23, 1/1/24, 4/1/24, 7/1/24

TAX ROLL RECEIPTS

ST JOHNS COUNTY DISTRIBUTION	DATE	SERIES 2016 DEBT SERVICE RECEIVED	SERIES 2021 DEBT SERVICE RECEIVED	SERIES 2022 DEBT SERVICE RECEIVED	O&M RECEIVED	TOTAL RECEIVED
1	11/03/23	4,621.48	2,597.73	-	4,063.60	11,282.80
2	11/17/23	31,095.54	17,478.77	-	27,341.86	75,916.17
3	11/22/23	43,362.57	24,374.04	-	38,128.07	105,864.68
4	12/14/23	62,382.21	35,064.96	-	54,851.77	152,298.95
5	12/21/23	33,674.48	18,928.38	-	29,609.48	82,212.34
6	01/09/24	464,972.53	261,360.46	-	408,843.57	1,135,176.56
INTEREST 1	01/12/24	1,900.87	1,068.48	-	1,671.41	4,640.75
7	02/12/24	73,650.86	41,399.06	-	64,760.13	179,810.05
8	03/20/24	14,722.21	8,275.33	-	12,945.02	35,942.56
INTEREST 2	04/11/24	1,041.70	585.54	-	915.95	2,543.18
TAX CERTIFICATE	06/11/24	2,316.84	1,302.29	-	2,037.16	5,656.29
10	06/28/24	11,022.95	6,195.99	-	9,692.32	26,911.26
INTEREST 3	07/29/24	157.68	88.63	-	138.65	384.96
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
TOTAL TAX ROLL RECEIPTS		744,921.92	418,719.64	-	654,998.99	1,818,640.55

PERCENT COLLECTED DIRECT	0.00%	0.00%	100.00%	100.00%	100.00%
PERCENT COLLECTED TAX ROLL	100.64%	100.64%	0.00%	100.64%	100.64%
PERCENT COLLECTED	100.64%	100.64%	100.00%	100.52%	100.47%

C.

Bannon Lakes
Community Development District
Check Run Summary

Date	Check Numbers	Amount	Amount
General Fund			
7/1/24 -7/31/24	1527-1541	\$51,771.67	
8/1/24 -8/31/24	1542-1560	65,996.12	
9/1/24 -9/30/24	1561-1576	71,546.00	
Total General Fund Checks			\$189,313.79
Autopayments			
7/1/24	AT&T	267.17	
7/9/24	Republic Services	\$238.08	
7/19/24	St Johns County Utility Dept	6,335.43	
7/19/24	AT&T	271.31	
7/24/24	AT&T	188.50	
7/29/24	FPL	2,945.14	
7/29/24	Wells Fargo Credit Card	1,677.33	
7/29/24	AT&T	250.05	
8/6/24	Republic Services	238.08	
8/19/24	St Johns County Utility Dept	6,041.19	
8/20/24	AT&T	271.56	
8/27/24	FICA IRS Tax payment	122.40	
8/22/24	AT&T	188.50	
8/28/24	Wells Fargo Credit Card	757.22	
8/27/24	AT&T	250.05	
8/28/24	FPL	2,688.68	
9/6/24	Republic Services	237.96	
9/18/24	AT&T	271.56	
9/18/24	St Johns County Utility Dept	4,017.27	
9/24/24	AT&T	188.50	
9/24/24	FPL	2,865.75	
9/30/24	AT&T	250.05	
9/30/24	Wells Fargo Credit Card	1,714.27	
Total Paid Electronically			32,276.05
Total Paid Checks and Electronically			\$221,589.84

* Fedex Invoices will be available upon request

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
7/03/24	00003	7/01/24 120	202407 310-51300-34000	JUL MANAGEMENT FEES	*	4,340.67	
7/01/24		120	202407 310-51300-53000	JUL WEBSITE ADMIN	*	106.00	
7/01/24		120	202407 310-51300-35100	JUL INFO TECH	*	159.00	
7/01/24		120	202407 310-51300-31600	JUL DISSEM AGENT SERVICES	*	750.83	
7/01/24		120	202407 310-51300-51000	OFFICE SUPPLIES	*	.39	
7/01/24		120	202407 310-51300-42000	POSTAGE	*	8.32	
7/01/24		120	202407 310-51300-42500	COPIES	*	104.85	
7/01/24		120	202407 310-51300-41000	TELEPHONE	*	4.18	
							5,474.24 001527

7/03/24	00017	7/01/24 193992B	202407 330-53800-46800	JUL LAKE MAINTENANCE	*	788.00	
							788.00 001528

7/03/24	00013	6/26/24 15107	202406 330-57200-46210	PALM PRUNING SERVICE	*	1,650.00	
6/30/24		15198	202405 330-53800-46400	MAY IRRIGATION MAINT	*	588.00	
7/01/24		15117	202407 330-53800-46200	JUL LANDSCAPE MAINTENANCE	*	13,110.00	
							15,348.00 001529

7/03/24	00014	6/24/24 217	202405 330-53800-46100	MAY GROUNDS MAINTENANCE	*	1,633.00	
6/24/24		217	202405 320-57200-45100	MAY FACILITY MAINTENANCE	*	2,800.00	
6/24/24		217	202405 320-57200-60000	MAY REPAIRS AND MAINT	*	993.90	
							5,426.90 001530

7/03/24	00075	7/21/23 JAX 5614	202307 330-57200-46210	TREE CARE SERVICES 2023	*	4,350.00	
							4,350.00 001531

7/17/24	00112	7/06/24 07062024	202407 320-57200-49400	REIMBUR-PRIZES FOR EVENT	*	56.44	
							56.44 001532

BANL -BANNON LAKES- BPEREGRINO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #	
7/17/24	00090	7/01/24 JAK07240	202407 320-57200-45300		JULY JANITORIAL	*	1,118.25		
								JANI-KING OF JACKSONVILLE	1,118.25 001533
7/17/24	00078	7/08/24 3421520	202404 310-51300-31500		APR GENERAL COUNSEL	*	512.00		
								KUTAK ROCK LLP	512.00 001534
7/17/24	00019	7/08/24 13129562	202407 320-57200-45210		JULY POOL CHEMICALS	*	1,342.20		
								POOLSURE	1,342.20 001535
7/17/24	00064	7/08/24 51292	202407 310-51300-46000		8/7/24 MEETING RM RNTL	*	562.50		
								RENAISSANCE RESORT	562.50 001536
7/17/24	00014	6/30/24 220	202406 320-57200-34100		JUN FACILITY ASSISTANT	*	861.52		
		7/01/24 219	202407 320-57200-45200		JUL POOL MAINTENANCE	*	1,113.00		
		7/01/24 219	202407 320-57200-46001		JUL CONTRACT ADMIN	*	2,024.08		
		7/01/24 219	202407 320-57200-34000		JUL FACILITY MANAGEMENT	*	6,218.08		
		7/11/24 221	202407 320-57200-45210		POOL CHEM - LIQUID BLEACH	*	12.79		
		7/11/24 221	202407 320-57200-45210		POOL CHEM - CYANURIC ACID	*	173.36		
		7/11/24 221	202407 320-57200-45210		POOL CHEM - TILE SOAP	*	73.32		
								RIVERSIDE MANAGEMENT SERVICES, INC	10,476.15 001537
7/30/24	00030	7/23/24 1159216	202407 320-57200-54500		JUL PEST CONTROL	*	160.00		
		7/23/24 1159296	202407 320-57200-54500		JUL RODENT CONTROL	*	100.00		
								FREEDOM PEST CONTROL	260.00 001538
7/30/24	00086	7/15/24 4708	202407 320-57200-46110		26 BIT CLAMSHELL PROX BAD	*	743.75		
								ID WORKPLACE LLC	743.75 001539
7/30/24	00019	7/18/24 13129562	202407 320-57200-45210		BLEACH - JULY	*	1,385.00		
								POOLSURE	1,385.00 001540

BANL -BANNON LAKES- BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
7/30/24	00014	7/17/24	222	202406	320	57200	45100			*	2,800.00		
									JUN FACILITY MAINTENANCE				
		7/17/24	222	202406	330	53800	46100			*	1,028.24		
									JUN GROUNDS MAINTENANCE				
		7/19/24	224	202407	320	57200	60000			*	100.00		
									USE OF 26' RMS LADDER				
									RIVERSIDE MANAGEMENT SERVICES, INC			3,928.24	001541
8/02/24	00037	8/01/24	08012024	202408	300	20700	10200			*	1,041.70		
									4/11/24 SJC TAX DIST INT2				
		8/01/24	08012024	202408	300	20700	10200			*	11,022.95		
									6/28/24 SJC TAX DIST #10				
									BANNON LAKES CDD C/O BANK OF NEW			12,064.65	001542
8/02/24	00076	8/01/24	08012024	202408	300	20700	10300			*	585.54		
									4/11/24 SJC TAX DIST INT2				
		8/01/24	08012024	202408	300	20700	10300			*	6,195.99		
									6/28/24 SJC TAX DIST #10				
									BANNON LAKES CDD C/O BANK OF NEW			6,781.53	001543
8/02/24	00017	8/01/24	201707B	202408	330	53800	46800			*	788.00		
									AUG LAKE MAINTENANCE				
									LAKE DOCTORS, INC.			788.00	001544
8/02/24	00013	7/22/24	15326	202406	330	53800	46400			*	872.50		
									JUN IRRIGATION MAINT				
		8/01/24	15362	202408	330	53800	46200			*	13,503.30		
									AUG LANDSCAPE MAINTENANCE				
									LANDCARE GROUP INC			14,375.80	001545
8/15/24	00030	8/12/24	1160459	202408	320	57200	54500			*	360.00		
									ANN TRMITE RENEW-RES CLUB				
		8/12/24	1160460	202408	320	57200	54500			*	250.00		
									ANN TERMITE RENEW-FITNESS				
		8/12/24	1162210	202408	320	57200	54500			*	160.00		
									AUG PEST CONTROL				
		8/12/24	1162303	202408	320	57200	54500			*	100.00		
									AUG RODENT CONTROL				
									FREEDOM PEST CONTROL			870.00	001546
8/15/24	00003	8/01/24	121	202408	310	51300	34000			*	4,340.67		
									AUG MANAGEMENT FEES				
		8/01/24	121	202408	310	51300	53000			*	106.00		
									AUG WEBSITE ADMIN				
		8/01/24	121	202408	310	51300	35100			*	159.00		
									AUG INFO TECH				

BANL -BANNON LAKES- BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/01/24	121	202408	310-51300-31600	AUG DISSEM AGENT SERVICES		*	750.83		
8/01/24	121	202408	310-51300-51000	OFFICE SUPPLIES		*	.30		
8/01/24	121	202408	310-51300-42000	POSTAGE		*	90.30		
8/01/24	121	202408	310-51300-42500	COPIES		*	27.45		
GOVERNMENTAL MANAGEMENT SRVCS LLC								5,474.55	001547
8/15/24	00078	8/12/24	3436940	202405 310-51300-31500	MAY GENERAL COUNSEL	*	1,515.10		
KUTAK ROCK LLP								1,515.10	001548
8/15/24	00013	8/14/24	15411	202407 330-53800-46400	JUL IRRIGATION MAINT	*	581.50		
LANDCARE GROUP INC								581.50	001549
8/15/24	00019	8/05/24	13129562	202408 320-57200-45210	BLEACH - AUG	*	831.00		
		8/08/24	13129562	202408 320-57200-45210	BLEACH - AUG	*	277.00		
POOLSURE								1,108.00	001550
8/15/24	00014	7/31/24	225	202407 320-57200-34100	JUL FACILITY ASSISTANT	*	1,279.16		
		8/01/24	223	202408 320-57200-45200	AUG POOL MAINTENANCE	*	1,113.00		
		8/01/24	223	202408 320-57200-46001	AUG CONTRACT ADMIN	*	2,024.08		
		8/01/24	223	202408 320-57200-34000	AUG FACILITY MANAGEMENT	*	6,218.08		
RIVERSIDE MANAGEMENT SERVICES, INC								10,634.32	001551
8/15/24	00062	8/05/24	0003946	202408 320-57200-60000	COOLING UNIT REPAIR	*	378.42		
THIGPEN HEATING AND COOLING INC.								378.42	001552
8/27/24	00044	9/14/24	09142024	202408 320-57200-49400	SPECIAL EVENTS	*	1,750.00		
BOUNCER, SLIDES, AND MORE INC.								1,750.00	001553
8/27/24	00092	7/10/24	00065839	202407 310-51300-48000	NTC OF PUB HEAR 8/7/24	*	219.60		
GANNETT FLORIDA LOCALIQ								219.60	001554
BANL -BANNON LAKES- BPEREGRINO									

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/27/24	00090	8/01/24	JAK08240	202408	320-57200-45300			AUGUST JANITORIAL JANI-KING OF JACKSONVILLE	*	1,118.25	1,118.25	001555
8/27/24	00013	8/16/24	15426	202408	330-57200-46210			TREE FELLING SERVICE LANDCARE GROUP INC	*	960.00	960.00	001556
8/27/24	00019	8/20/24	13129562	202408	320-57200-45210			BLEACH - AUG POOLSURE	*	926.70	926.70	001557
8/27/24	00064	8/20/24	51294	202408	310-51300-46000			9/23/24 MEETING RM RNTL RENAISSANCE RESORT	*	593.75	593.75	001558
8/27/24	00014	8/16/24	227	202407	320-57200-45100			JUL FACILITY MAINT	*	2,800.00		
		8/16/24	227	202407	330-53800-46100			JUL GROUNDS MAINTENANCE	*	1,633.00		
		8/16/24	227	202407	320-57200-60000			JUL REPAIRS AND MAINT	*	973.95		
								RIVERSIDE MANAGEMENT SERVICES, INC			5,406.95	001559
8/27/24	00062	7/30/24	0003743	202407	320-57200-60000			3 SYSTEMS MAINTENANCE THIGPEN HEATING AND COOLING INC.	*	449.00	449.00	001560
9/11/24	00083	8/28/24	1897	202408	320-57200-60000			13.17 FT WINDSCREEN COURT SURFACES	*	179.89	179.89	001561
9/11/24	00006	8/30/24	25026	202408	300-15500-10000			FY25 INSURANCE RENEWAL EGIS INSURANCE ADVISORS LLC	*	35,827.00	35,827.00	001562
9/11/24	00092	8/23/24	00066422	202408	310-51300-48000			NTC OF FY25 MEETINGS GANNETT FLORIDA LOCALIQ	*	71.36	71.36	001563
9/11/24	00003	9/01/24	122	202409	310-51300-34000			SEP MANAGEMENT FEES	*	4,340.67		
		9/01/24	122	202409	310-51300-53000			SEP WEBSITE ADMIN	*	106.00		
		9/01/24	122	202409	310-51300-35100			SEP INFO TECH	*	159.00		

BANL -BANNON LAKES- BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
9/01/24		122		202409	310-51300-31600		SEP DISSEM AGENT SERVICES	*	750.83		
9/01/24		122		202409	310-51300-51000		OFFICE SUPPLIES	*	.42		
9/01/24		122		202409	310-51300-42000		POSTAGE	*	32.51		
9/01/24		122		202409	310-51300-42500		COPIES	*	141.90		
GOVERNMENTAL MANAGEMENT SRVCS LLC										5,531.33	001564
9/11/24	00090	9/01/24	JAK09240	202409	320-57200-45300		SEPT JANITORIAL	*	1,118.25		
JANI-KING OF JACKSONVILLE										1,118.25	001565
9/11/24	00017	9/02/24	209466B	202409	330-53800-46800		SEP LAKE MAINTENANCE	*	788.00		
LAKE DOCTORS, INC.										788.00	001566
9/11/24	00013	9/03/24	15449	202409	330-53800-46200		SEP LANDSCAPE MAINTENANCE	*	13,503.30		
LANDCARE GROUP INC										13,503.30	001567
9/11/24	00019	8/27/24	13129562	202408	320-57200-45210		SODIUM BICARBONATE-AUG	*	56.00		
9/06/24		13129562		202409	320-57200-45210		SEPT POOL CHEMICALS	*	815.35		
POOLSURE										871.35	001568
9/11/24	00014	8/31/24	228	202408	320-57200-34100		AUG FACILITY ASSISTANT	*	752.34		
9/01/24		226		202409	320-57200-45200		SEP POOL MAINTENANCE	*	1,113.00		
9/01/24		226		202409	320-57200-46001		SEP CONTRACT ADMIN	*	2,024.08		
9/01/24		226		202409	320-57200-34000		SEP FACILITY MANAGEMENT	*	6,218.08		
RIVERSIDE MANAGEMENT SERVICES, INC										10,107.50	001569
9/18/24	00030	9/12/24	1165525	202409	320-57200-54500		SEP PEST CONTROL	*	160.00		
FREEDOM PEST CONTROL										160.00	001570
9/18/24	00030	9/12/24	1165608	202409	320-57200-54500		SEP RODENT CONTROL	*	100.00		
FREEDOM PEST CONTROL										100.00	001571

BANL -BANNON LAKES- BPEREGRINO

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 120

Invoice Date: 7/1/24

Due Date: 7/1/24

Case:

P.O. Number:

Bill To:

Bannon Lakes CDD
475 West Town Place
Suite 114
St. Augustine, FL

Description	Hours/Qty	Rate	Amount
Management Fees - July 2024	0013105130034000	4,340.67	4,340.67
Website Administration - July 2024	0013105130053000	106.00	106.00
Information Technology - July 2024	0013105130035100	159.00	159.00
Dissemination Agent Services - July 2024	0013105130031600	750.83	750.83
Office Supplies	0013105130031600	0.39	0.39
Postage	0013105130051000	8.32	8.32
Copies	0013105130042000	104.85	104.85
Telephone	0013105130042500	4.18	4.18
	0013105130041000		
Total			\$5,474.24
Payments/Credits			\$0.00
Balance Due			\$5,474.24

BANNON LAKES - GENERAL FUND

7/03/2024

VENDOR NUMBER/NAME: 17 LAKE DOCTORS, INC.

CHECK #: 001528

INV DATE	INV#	AMOUNT	DISCOUNT	NET
20240701	193992B	788.00		788.00

JUL LAKE MAINTENANCE

TOTAL \$788.00

BANNON LAKES - GENERAL FUND

7/03/2024

VENDOR NUMBER/NAME: 17 LAKE DOCTORS, INC.

CHECK #: 001528

INV DATE	INV#	AMOUNT	DISCOUNT	NET
20240701	193992B	788.00		788.00

JUL LAKE MAINTENANCE

TOTAL \$788.00

TO VERIFY AUTHENTICITY, SEE REVERSE SIDE FOR DESCRIPTION OF THE 11 SECURITY FEATURES

001528

BANNON LAKES CDD
 GENERAL FUND
 475 WEST TOWN PLACE SUITE 114
 ST AUGUSTINE FL 32092
 904-940-5850

WELLS FARGO
JACKSONVILLE FL

63-751/631

DATE	AMOUNT
7/03/2024	\$788.00*

SEVEN HUNDRED EIGHTY-EIGHT DOLLARS & 00 CENTS *****

PAY
 TO THE ORDER OF: LAKE DOCTORS, INC.
 LOCKBOX
 PO BOX 20122
 TAMPA FL 33622-0122

AUTHORIZED SIGNATURE

⑈001528⑈ ⑆121000248⑆4120551346⑈



Landcare Group

Irrigation • Landscape • Maintenance
35 Enterprise Drive
Bunnell, FL 32110
(386) 586-3321

Invoice

Terms	Date	Invoice #
Net 30	6/26/2024	15107

Bannan Lakes CDD 475 W. Town Place, Suite 114 St. Augustine, FL 32092

Project			Project #
Palm Pruning			M101
Description	Quantity	Rate	Amount
In June 2024, trim all palms throughout common area			
Palm Pruning Service- Sabal palms	22	45.00	990.00
Palm Pruning Service- Medjool & triple head Sylvester	11	60.00	660.00
<p>Approved 6/27/24 Jeff Johnson Landscape Contingency 1.330.57200.46210</p>			
Attn. Jeff Johnson		Total	\$1,650.00
		Payments/Credits	\$0.00
		Balance Due	\$1,650.00



Landcare Group

Irrigation • Landscape • Maintenance
35 Enterprise Drive
Bunnell, FL 32110
(386) 586-3321

Invoice

Terms	Date	Invoice #
Net 30	7/1/2024	15117

Bannan Lakes CDD 475 W. Town Place, Suite 114 St. Augustine, FL 32092

Project			Project #
Bannan Lakes CDD			M101
Description	Quantity	Rate	Amount
Monthly maintenance for the month of July	1	13,110.00	13,110.00
Approved 7/1/24 Jeff Johnson Landscape Maintenance 1.330.53800.46200 Jul Landscape Maintenance			
Attn. Jeff Johnson		Total	\$13110.00
		Payments/Credits	\$0.00
		Balance Due	\$13,110.00



Landcare Group

Irrigation • Landscape • Maintenance

35 Enterprise Drive
Bunnell, FL 32110
(386) 586-3321

Invoice

Terms	Date	Invoice #
Net 30	6/30/2024	15198

Bannon Lakes CDD 475 W. Town Place, Suite 114 St. Augustine, FL 32092

Project			Project #
Bannon Lakes CDD			M101
Description	Quantity	Rate	Amount
Irrigation Maintenance Service for May - see attached list.	1	588.00	588.00
<p>Approved 7/3/24 Jeff Johnson Irrigation repairs 1.330.53800.46400 May Irrigation Maint</p>			
Attn. Jeff Johnson		Total	\$588.00
		Payments/Credits	\$0.00
		Balance Due	\$588.00

Bannon Lakes CDD

<u>Date</u>	<u>Location</u>	<u>Description</u>	<u>Material</u>	<u>Labor</u>	<u>Total Cost</u>
5/29	Amenity Center	4" rotor	\$ 17.00	\$ 19.00	\$ 36.00
5/30	Bannon Lakes Blvd.	(14) 6Ps, (28) MPRs, 2 ft. 1/2" flex, 1/2" coupling	\$ 381.00	\$ 171.00	\$ 552.00
				Total Due	\$ 588.00

Riverside Management Services, Inc
 475 West Town Place
 Suite 114
 St. Augustine, FL 32092

Invoice

Invoice #: 217
 Invoice Date: 6/24/2024
 Due Date: 6/24/2024
 Case:
 P.O. Number:

Bill To:
 Bannan Lakes CDD
 9655 Florida Mining Blvd W
 Suite 305
 Jacksonville, FL 32257

Description	Hours/Qty	Rate	Amount
Facility Maintenance May 1 - May 31, 2024		4,960.00	4,960.00
Maintenance Supplies		466.90	466.90
<p>Approved 6/26/24 Jeff Johnson Grounds Maintenance 1.330.53800.46100 \$1633 Facility Maintenance 1.320.57200.45100 \$2800 Repairs and Maintenance 1.320.57200.60000 \$993.90</p>			

Jeff Johnson
 6-27-24

Total	\$5,426.90
Payments/Credits	\$0.00
Balance Due	\$5,426.90

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
 MAINTENANCE BILLABLE HOURS
 FOR THE MONTH OF MAY 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
5/29/24	5	J.J.	off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
5/30/24	6	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
5/31/24	6	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
			Straightened and organized pool deck and patio furniture, blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles

TOTAL 124

MILES 0

*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 6/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
BL BANNON LAKES				
	5/3/24	Water Filters 3pk	269.30	J.J.
	5/6/24	Tag Renewal for Golf Cart	66.93	J.J.
	5/7/24	60lb Concrete Bags (2)	9.89	J.J.
	5/16/24	Cleaner	14.35	J.J.
	5/16/24	Anchors	28.14	J.J.
	5/30/24	42 Gallon Trash Bags 50ct	34.47	J.J.
	5/30/24	Scrub Brushes (2)	13.73	J.J.
	5/30/24	Taylor Rgt #13 (2)	19.25	J.J.
	5/30/24	Taylor Rgt #4	10.84	J.J.
		TOTAL	<u>\$466.90</u>	



YELLOWSTONE
LANDSCAPE

INVOICE

INVOICE #	INVOICE DATE
JAX 561447	7/21/2023
TERMS	PO NUMBER
Net 30	

Bill To:

Bannon Lakes CDD
c/o Riverside Management Services
475 W Town Place
Suite 114
St. Augustine, FL 32092

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Property Name: Bannon Lakes CDD

Invoice Due Date: August 20, 2023

Invoice Amount: \$4,350.00

Description	Current Amount
126 Falcon Quest Tree Removals	
Tree Care Services	\$4,350.00

00133057 2004 6210

Invoice Total **\$4,350.00**

Should you have any questions or inquiries please call (386) 437-6211.

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286

Special Events
1.320.57200.49400

Prizes for July 6th
Event
Our Ice Cream Vendor

Hippie Chix

(304) 679-4726

July 6, 2024

2:03 PM

Receipt: CVF

Authorization: 090671M

Mastercard

AID: 6011020330101010

Custom Amount \$53.00

Subtotal \$53.00

Florida (32092) (6.5%) \$3.44

Total \$56.44

Mastercard 6072 \$56.44

(Chip)

Diana Lambert



Remit To:
 JANI-KING OF JACKSONVILLE
 5700 ST. AUGUSTINE ROAD
 JACKSONVILLE FL 32207
 (904) 346-3000

Invoice	
Date 07/01/2024	Number JAK07240070
Due Date 07/31/2024	Cust # 246097
Invoice Amount \$ 1,118.25	Amount Remitted

Sold To:
 BANNON LAKES

For:
 Same as Sold To

435 BANNON LAKES BLVD

ST AUGUSTINE FL 32095

Make All Checks Payable To: JANI-KING OF JACKSONVILLE
 RETURN THIS PORTION WITH YOUR PAYMENT

JANI-KING OF JACKSONVILLE
 Commercial Cleaning Services
 (904) 346-3000



Sold To:
 BANNON LAKES
 435 BANNON LAKES BLVD
 ST AUGUSTINE FL 32095

For:
 Same as Sold To

Invoice No	Date	Cust No	Slsmn No	PO Number	Franchisee	Due Date
JAK07240070	07/01/2024	246097	CRISTINA TRELLE		HIGH VIBE GLEAM, LLC	07/31/2024
Quantity	Description				Unit Price	Extended Price
1	MONTHLY CONTRACT BILLING AMOUNT FOR JULY				1118.25	1118.25
Approved 7.8.24 Diana Lambert Janitorial Maintenance 1.320.57200.45300 July Janitorial						
					Amount of Sale	\$ 1,118.25
					Sales Tax	\$ 0.00
					Total	\$ 1,118.25
Make All Checks Payable To: JANI-KING OF JACKSONVILLE						

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

July 8, 2024

Check Remit To:
Kutak Rock LLP
PO Box 30057
Omaha, NE 68103-1157

Apr General Counsel
0013105130031500

Mr. Jim Oliver
Bannon Lakes CDD
Governmental Management Services – St. Augustine
Suite 114
475 West Town Place
St. Augustine, FL 32092

Invoice No. 3421520
2723-1

Re: General Counsel

For Professional Legal Services Rendered

04/03/24	W. Haber	0.20	55.00	Confer with Oliver regarding Envera agreement
04/06/24	R. Dugan	0.10	24.50	Prepare Fiscal Year 2025 budget documents
04/19/24	W. Haber	0.20	55.00	Respond to auditor inquiry
04/22/24	W. Haber	0.40	110.00	Confer with counsel for Envera regarding status; confer with Oliver regarding deal terms
04/23/24	W. Haber	0.20	55.00	Confer with Oliver regarding agenda for May meeting
04/25/24	J. Gillis	0.40	50.00	Coordinate response to auditor letter
04/26/24	K. Jusevitch	0.20	25.00	Correspond with district manager regarding meeting documents
04/29/24	W. Haber	0.30	82.50	Review proposals for conservation maintenance and reporting; confer with Oliver regarding same
04/30/24	W. Haber	0.20	55.00	Prepare for Board meeting
TOTAL HOURS		2.20		

KUTAK ROCK LLP

Bannon Lakes CDD

July 8, 2024

Client Matter No. 2723-1

Invoice No. 3421520

Page 2

TOTAL FOR SERVICES RENDERED \$512.00

TOTAL CURRENT AMOUNT DUE \$512.00



Invoice

Date
Invoice #

7/8/2024
131295623063

1707 Townhurst Dr
Houston TX 77043
ar@poolsure.com
800-858-POOL (7665)
www.poolsure.com

Terms	Net 20
Due Date	7/28/2024
PO #	
Delivery Ticket #	Sales Order #1349321
Delivery Date	7/3/2024
Delivery Location	Bannon Lakes Pool
Customer #	13BAN025
AZ License #	#331721

Bill To
Riverside Management Services Bannon Lakes CDD 9655 Florida Minning Blvd West bidg 300 suite 305 Jacksonville FL 32257

Ship To	Bannon Lakes CDD 435 Bannon Lakes Blvd St. Augustine FL 32095
----------------	---

OUR REMITTANCE ADDRESS HAS CHANGED! PLEASE SEE REMITTANCE BELOW AND UPDATE YOUR RECORDS.

Item ID	Item	Quantity	Units	Rate	Amount
115-300	Bleach Minibulk Delivered	450	gal	2.77	1,246.50
160-050	Pool Acid bulk by Gallon	30	gal	3.19	95.70
<p>Approved 7/10/24 Jeff Johnson Pool Chemicals 1.320.57200.45210 July Pool Chemicals</p>					

Subtotal 1,342.20
Shipping Cost (FEDEX GROUND) 0.00
Total 1,342.20
Amount Due \$1,342.20

Remittance Slip

Customer
13BAN025
Invoice #
131295623063

Amount Due \$1,342.20

Amount Paid _____

Make Checks Payable To
Poolsure
1707 Townhurst Dr
Houston, TX 77043-2810



131295623063

Renaissance Resort
 at the World Golf Village
 500 South Legacy Trail
 St Augustine FL 32092
 Phone 904-940-8000

Invoice #51292
 Date 7/8/2024

INVOICE =

Customer

Name Bannon Lakes CDD Meeting
 Attn Sarah Sweeting
 Address 475 W Town Pl Suite 114
 City St Augustine, FL

Qty	Description	Charged
1	Meeting Room Rental - Event Date 8/7/2024 25% Service Charge	\$450.00 \$112.50
	0013105130046000 8/7/24 Meeting RM RNTL	
	Bannon Lakes Community Development District Exempt #85-8017166046C-0	
	SUB-TOTAL	\$562.50

Payment Details

Direct Bill
 Credit Card
 Check

Amount Due	\$562.50
-------------------	----------



EVENT ORDER

WORLD GOLF VILLAGE RENAISSANCE ST. AUGUSTINE RESORT
500 South Legacy Trail, St. Augustine, FL 32092
PHONE:(904) 940-8000

Page # 1 of 1
Event Order #: 700357
Quote #: M-QUMRRM1
Folio #: 15874

FUNCTION DAY/DATE: Wednesday, August 07, 2024
ORGANIZATION: Governmental Management Services North Florida

POST AS: Bannan Lakes CDD Meeting
BILLING ADDRESS: 9655 Florida Mining Boulevard W, #305, Jacksonville, FL 32257-2031
CUSTOMER: Sarah Sweeting Phone #: (904) 940-5857 Fax #:
IN-HOUSE CONTACT: SAME
MANAGERS: Morgan Lewis
DATE PRINTED: Monday, May 06, 2024

ATTENDANCE GUARANTEE IS REQUIRED 72 HOURS (3 BUSINESS DAYS) PRIOR TO FUNCTION; OTHERWISE THE EXPECTED WILL BECOME THE GUARANTEE. ROOM ASSIGNMENT IS SUBJECT TO CHANGE BASED ON FINAL GUARANTEE OF ATTENDANCE.

TIME	FUNCTION	LOCATION	ROOM RENTAL	ATTENDANCE		
				EXP	GTD	SET
5:30 PM-9:00 PM	Meeting	Troon	\$450.00	50		

5:30 PM Meeting Troon

(1) Water Station

ROOM SET-UP

Theatre

SEE DIAGRAM

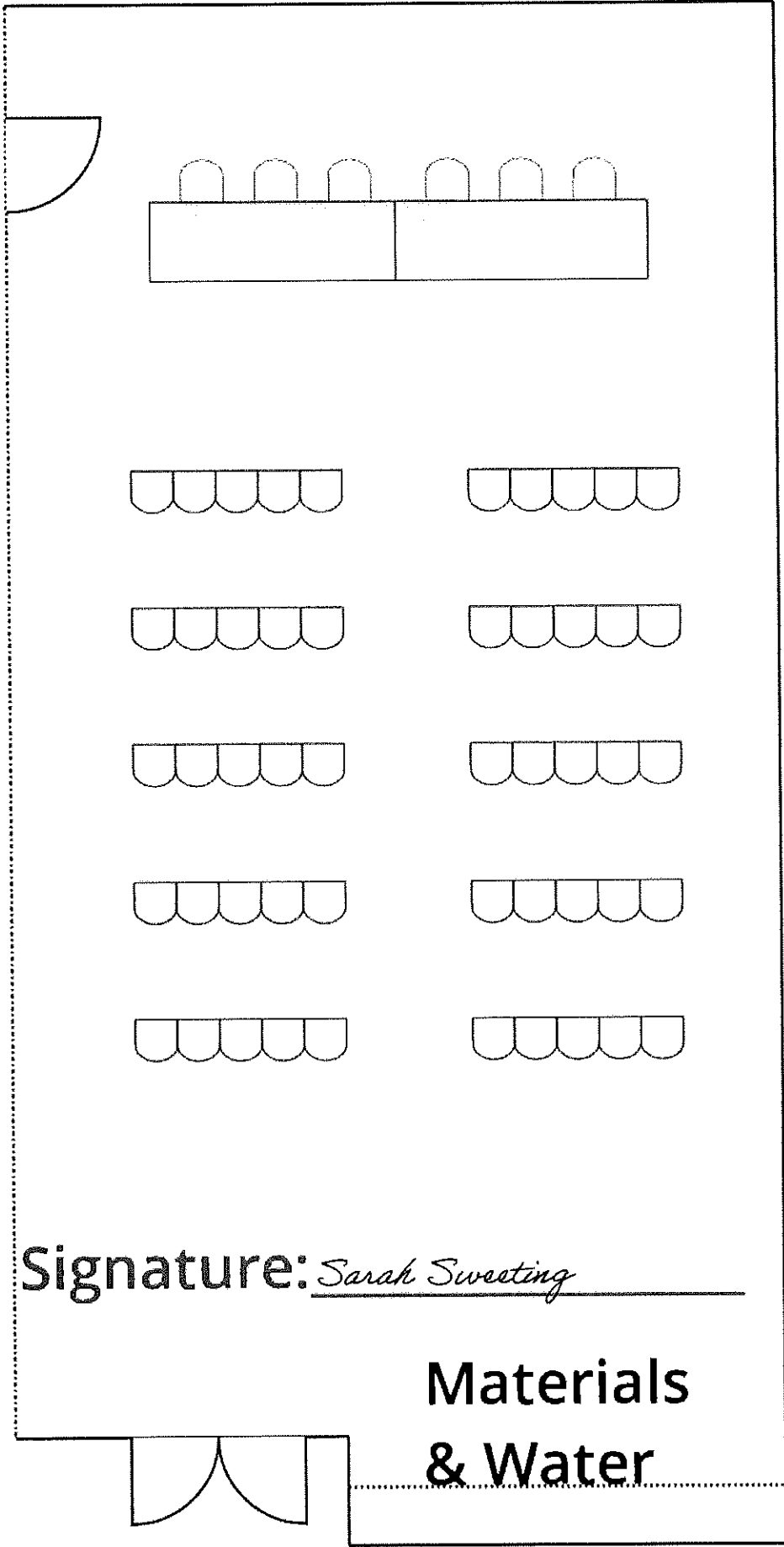
(1) Head Table with (6) chairs

(1) 8 FT Table *Place on side or back wall for materials*

Once this event order is approved with a signature, a minimum room re-set fee of \$250.00++ will be applied for any 'on-site' changes made to room set-up. All prices are subject to 25% Taxable Service Charge & 6.5% Sales Tax.

Signature: Sarah Sweeting

If in agreement, please sign one copy and return



Signature: Sarah Sweeting

**Materials
& Water**

5 Feet

Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 219
Invoice Date: 7/1/2024
Due Date: 7/1/2024
Case:
P.O. Number:

Bill To:
Bannon Lakes CDD
9655 Florida Mining Blvd W
Suite 305
Jacksonville, FL 32257

Description	Hours/Qty	Rate	Amount
1.320.57200.45200 - Pool Maintenance Services - July 2024		1,113.00	1,113.00
1.320.57200.46001 - Contract Administration - July 2024		2,024.08	2,024.08
1.320.57200.34000 - Facility Management - Bannon Lakes - July 2024		6,218.08	6,218.08
<i>Jerry Lambert</i> 7-3-24			
Total			\$9,355.16
Payments/Credits			\$0.00
Balance Due			\$9,355.16

Riverside Management Services, Inc
9655 Florida Mining Blvd. W
Bldg. 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 220
Invoice Date: 6/30/2024
Due Date: 6/30/2024
Case:
P.O. Number:

Bill To:
Bannon Lakes CDD
9655 Florida Mining Blvd W
Suite 305
Jacksonville, FL 32257

Description	Hours/Qty	Rate	Amount
Facility Assistant through June 2024 1.320.57200.34100	32.51	26.50	861.52
<i>Jerry Lambert</i> 7-12-24			

Total	\$861.52
Payments/Credits	\$0.00
Balance Due	\$861.52

BANNON LAKES CDD
FACILITY ASSISTANT INVOICE DETAIL

Quantity	Description	Rate	Amount
32.51	Facility Assistant Covers June 2024	\$ 26.50	\$ 861.52
	TOTAL DUE:		<u>\$ 861.52</u>

Facility Assistant 1.320.57200.34100

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
FACILITY ASSISTANT BILLABLE HOURS
THROUGH JUNE 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/1/24	4.05	C.M.	Completed daily checklist and returned calls and emails
6/2/24	4.03	C.M.	Completed daily checklist and returned calls and emails
6/8/24	4.12	C.M.	Completed daily checklist and returned calls and emails
6/9/24	4.05	C.M.	Completed daily checklist and returned calls and emails
6/22/24	4.07	C.M.	Completed daily checklist and returned calls and emails
6/23/24	4.02	C.M.	Completed daily checklist and returned calls and emails
6/29/24	4.05	C.M.	Completed daily checklist and returned calls and emails
6/30/24	4.12	C.M.	Completed daily checklist and returned calls and emails
TOTAL	<u><u>32.51</u></u>		

Riverside Management Services, Inc
 9655 Florida Mining Blvd. W
 Bldg. 300, Suite 305
 Jacksonville, FL 32257

Invoice

Invoice #: 221
Invoice Date: 7/11/2024
Due Date: 7/11/2024
Case:
P.O. Number: C BUSS 1973

Bill To:

Bannon Lakes CDD
 9655 Florida Mining Blvd W
 Suite 305
 Jacksonville, FL 32257

Description	Hours/Qty	Rate	Amount
Pool Chemicals - Liquid Bleach		12.79	12.79
Pool Chemicals - Cyanuric Acid		173.36	173.36
Pool Chemicals - Tile Soap		73.32	73.32
0013205720042510 Pool Chem -			
Total			\$259.47
Payments/Credits			\$0.00
Balance Due			\$259.47

**FREEDOM
PEST CONTROL**



3600 Peoria Rd. Ste 205 | Orange Park, FL 32065
904-272-2847 | info@freedompestcontrolfl.com

Service Slip/Invoice

INVOICE: 1159216
DATE: 07/23/2024
ORDER: 1159216

Bill To: [106210]
Bannon Lakes CDD
Bannon Lakes Resident's Club
435 B Bannon Lakes Blvd
St. Augustine, FL 32092

Work Location: [106210] 904-000-0000
Bannon Lakes CDD
Bannon Lakes Resident's Club
435 B Bannon Lakes Blvd
St. Augustine, FL 32092

Work Date	Time	Target Pest	Technician	Time In
07/23/2024			2MARCUS	03:00 PM

Purchase Order	Terms	Last Service	Map Code	Time Out
	DUE UPON RECEIPT	07/23/2024		04:13 PM

Service	Description	Price
MONTHLY	Monthly Pest Control	\$160.00

SUBTOTAL	\$160.00
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$160.00

AMOUNT DUE \$160.00

Approved 7/24/24
Jeff Johnson
Pest Control 1.320.57200.54500
Jul Pest Control

* Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE

**FREEDOM
PEST CONTROL**



3600 Peoria Rd. Ste 205 | Orange Park, FL 32065
904-272-2847 | info@freedompestcontrolfl.com

Service Slip/Invoice

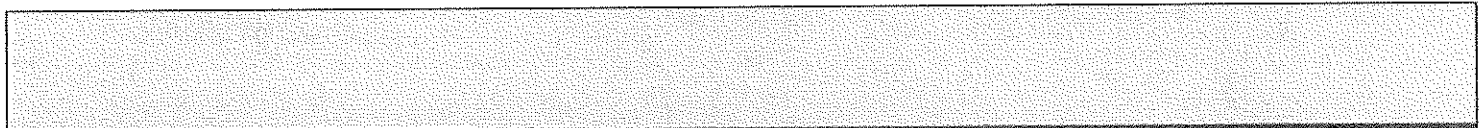
INVOICE: 1159296
DATE: 07/23/2024
ORDER: 1159296

Bill To: [106210]
Bannon Lakes CDD
Bannon Lakes Resident's Club
435 B Bannon Lakes Blvd
St. Augustine, FL 32092

Work Location: [106210] 904-000-0000
Bannon Lakes CDD
Bannon Lakes Resident's Club
435 B Bannon Lakes Blvd
St. Augustine, FL 32092

Work Date	Time	Target Pest	Technician	Time In
07/23/2024			2MARCUS	02:06 PM

Purchase Order	Terms	Last Service	Map Code	Time Out
	DUE UPON RECEIPT	07/23/2024		03:33 PM



Service	Description	Price
RODENT	Rodent Control	\$100.00
SUBTOTAL		\$100.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$100.00

AMOUNT DUE \$100.00

Approved 7/24/24
Jeff Johnson
Pest Control 1.320.57200.54500
Jul Rodent Control

* Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE

© 2024 Freedom Pest Control, Inc. All Rights Reserved. 904-272-2847

ID Workplace LLC

4171 West Hillsboro Blvd
 Suite 13
 Coconut Creek, FL 33073

Invoice

Date	Invoice #
7/15/2024	4708

Bill To
Bannon Lakes CDD C/o GMS 475 West Town Place, Suite 114 St. Augustine, FL 32092

Ship To
Bannon Lakes CDD C/o GMS 475 West Town Place, Suite 114 Attn: Diana Lambert St. Augustine, FL 32092

Rep	S.O. No.	P.O. No.	Terms
MW22	3451		Net 30

Item	Description	Ordered	Invoiced	Each	Total
Prox26ClamshellT	26 Bit Clamshell Proximity Badge	200	200	3.59	718.00
					718.00
Shipping & Handling	UPS Shipping & Handling	1	1	25.75	25.75
	7/12 - shipped UPS Track# 1ZY828A90391791838				
	Approved 7.18.24 Diana Lambert Access Cards 1.320.5720046110 26 bit clamshell prox bad				

Subtotal		\$743.75
Sales Tax (0.0%)		\$0.00
Total		\$743.75
Payments/Credits		\$0.00
Balance Due		\$743.75



Invoice

Date
Invoice #

7/18/2024
131295623489

1707 Townhurst Dr
Houston TX 77043
ar@poolsure.com
800-858-POOL (7665)
www.poolsure.com

Terms	Net 20
Due Date	8/7/2024
PO #	
Delivery Ticket #	Sales Order #1349593
Delivery Date	7/17/2024
Delivery Location	Bannon Lakes Pool
Customer #	13BAN025
AZ License #	#331721
LA License #	
Ship To	435 Bannon Lakes Blvd St. Augustine FL 32095

Bill To
Riverside Management Services Bannon Lakes CDD 9655 Florida Minning Blvd West bldg 300 suite 305 Jacksonville FL 32257

OUR REMITTANCE ADDRESS HAS CHANGED! PLEASE SEE REMITTANCE BELOW AND UPDATE YOUR RECORDS.

Item ID	Item	Quantity	Units	Rate	Amount
115-300	Bleach Minibulk Delivered	500	gal	2.77	1,385.00
	Approved 7/22/24 Jeff Johnson Pool Chemicals 1.320.57200.45210 Bleach				

Subtotal 1,385.00
Shipping Cost (FEDEX GROUND) 0.00
Total 1,385.00
Amount Due \$1,385.00

Remittance Slip

Customer
13BAN025
Invoice #
131295623489

Amount Due \$1,385.00

Amount Paid _____

Make Checks Payable To

Poolsure
1707 Townhurst Dr
Houston, TX 77043-2810



131295623489

Riverside Management Services, Inc
 9655 Florida Mining Blvd. W
 Bldg. 300, Suite 305
 Jacksonville, FL 32257

Invoice

Invoice #: 222
 Invoice Date: 7/17/2024
 Due Date: 7/17/2024
 Case:
 P.O. Number:

Bill To:
 Bannan Lakes CDD
 9655 Florida Mining Blvd W
 Suite 305
 Jacksonville, FL 32257

Description	Hours/Qty	Rate	Amount
Facility Maintenance June 1 - June 30, 2024		3,800.00	3,800.00
Maintenance Supplies		28.24	28.24

Approved 7/18/24
 Jeff Johnson
 Facility Maintenance 1.320.57200.45100 \$2800
 Grounds Maintenance 1.330.53800.46100 \$1028.24

Jeff Johnson
 7-22-24

Total	\$3,828.24
Payments/Credits	\$0.00
Balance Due	\$3,828.24

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JUNE 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/3/24	6	J.J.	Pressure washed basketball court, raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
6/4/24	6	J.J.	Rehung nets on soccer goals, raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
6/5/24	5	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
6/6/24	6	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
6/7/24	6	J.J.	Straightened and organized pool deck and patio furniture, blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
6/10/24	4	J.S.	Straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
6/14/24	2	J.S.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, straightened and organized pool deck and patio furniture
6/17/24	6	J.J.	Installed wire on fence in dog park, raked mulch in playground, blew leaves and debris off walkways, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, straightened pool deck furniture
6/18/24	6	J.J.	Installed new hinges on pool gate, blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
6/19/24	5	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
6/20/24	7	J.J.	Pressure washed patio chairs, raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
6/21/24	6	J.J.	Installed plate over holes on fence post and painted, raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
6/24/24	6	J.J.	Cleaned windows and doors on fitness center, blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
6/25/24	6	J.J.	Installed gate stop for pool gate, raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
6/26/24	5	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
6/27/24	7	J.J.	Deep cleaned fitness center, straightened and organized pool deck and patio furniture, blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
6/28/24	6	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
TOTAL	<u>95</u>		
MILES	<u>0</u>		

*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

Riverside Management Services, Inc
9655 Florida Mining Blvd. W
Bldg. 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 224
Invoice Date: 7/19/2024
Due Date: 7/19/2024
Case:
P.O. Number:

Bill To:
Bannon Lakes CDD
9655 Florida Mining Blvd W
Suite 305
Jacksonville, FL 32257

Description	Hours/Qty	Rate	Amount
7/19/24 - Use of 26' RMS Ladder for Light Change		100.00	100.00

Approved 7/22/24
Jeff Johnson
Repairs and Maintenance
1.320.57200.60000

Jeff Lambert
7-22-24

Total	\$100.00
Payments/Credits	\$0.00
Balance Due	\$100.00

BANNON LAKE CDD
RIVERSIDE MANAGEMENT SERVICES, INC.
INVOICE DETAIL

<u>Description</u>	<u>Amount</u>
7/19/24 Use of 26' RMS Ladder for light change	\$ 100.00
TOTAL DUE:	<u>\$ 100.00</u>

**Bannon Lakes
COMMUNITY DEVELOPMENT DISTRICT**

General Fund

Check Request

Date	Amount	Authorized By
August 1, 2024	\$12,064.65	Sheryl Fulks

Payable to:

Bannon Lakes CDD c/o BNY Mellon #37 DS 2016

Date Check Needed:

Budget Category:

ASAP	1-300-20700-10200
------	-------------------

Intended Use of Funds Requested:

4/11/24 SJC TAX DIST INTEREST 2	1,041.70
6/28/24 SJC TAX DIST #10	11,022.95
12,064.65	

(Attach supporting documentation for request. Overnight via Fedex with deposit letter from Accountant)

**Bannon Lakes
COMMUNITY DEVELOPMENT DISTRICT**

General Fund

Check Request

Date	Amount	Authorized By
August 1, 2024	\$6,781.53	Sheryl Fulks

Payable to:

Bannon Lakes CDD c/o BNY Mellon #76 DS 2021

Date Check Needed:

Budget Category:

ASAP	1-300-20700-10300
------	-------------------


Intended Use of Funds Requested:



4/11/24 SJC TAX DIST INTEREST 2	585.54
6/28/24 SJC TAX DIST #10	6,195.99
6,781.53	

(Attach supporting documentation for request. Overnight via Fedex with deposit letter from Accountant)

MAKE CHECK PAYABLE TO:

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD


The Lake Doctors, Inc.
Post Office Box 20122
Tampa, FL 33622-0122
(904) 262-5500

			
CARD NUMBER		EXP. DATE	
SIGNATURE		AMOUNT PAID	

ADDRESSEE

Please check if address below is incorrect and indicate change on reverse side

BANNON LAKES CDD
Diana Lambert
475 W Town Place
Suite 114
St Augustine, FL 32092

ACCOUNT NUMBER	DATE	BALANCE
723475	8/1/2024	\$788.00

The Lake Doctors
Post Office Box 20122
Tampa, FL 33622-0122

00000000116522001000000020170700000007880038

Please Return this invoice with your payment and notify us of any changes to your contact information.

BANNON LAKES CDD
Invoice Due Date 8/11/2024

435 Bannon Lakes Blvd, St Augustine, Fl St Augustine, FL 32092
Invoice 201707B PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
8/1/2024	Water Management - Monthly		\$788.00	\$0.00	\$788.00
Please remit payment for this month's invoice.					
Approved 8/1/24 Jeff Johnson Lake Maintenance 1.330.53800.46800 Aug Lake Maintenance					
Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.				Credits	\$0.00
				Adjustment	\$0.00
					AMOUNT DUE

Total Account Balance including this invoice:

\$788.00

This Invoice Total:

\$788.00

Click the "Pay Now" link to submit payment by ACH

Customer #: 723475
Portal Registration #: 0F4EFD82
Customer E-mail(s): jjohnson@rmsnf.com
Customer Portal Link: www.lakedoctors.com/contact-us/

Corporate Address
4651 Salisbury Rd, Suite 155
Jacksonville, FL 32256

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information



Invoice

Terms	Date	Invoice #
Net 30	7/22/2024	15326

35 Enterprise Drive
 Bunnell, FL 32110
 (386) 586-3321

Bannon Lakes CDD
 475 W. Town Place, Suite 114
 St. Augustine, FL 32092

Project			Project #
Bannon Lakes CDD			M101
Description	Quantity	Rate	Amount
Irrigation Maintenance Service for June - see attached list.	1	872.50	872.50
Approved 7/22/24 Jeff Johnson Irrigation Repairs 1.330.53800.46400 Jun Irrigation Maint			
Attn. Jeff Johnson		Total	\$872.50
		Payments/Credits	\$0.00
		Balance Due	\$872.50

Bannon Lakes CDD

<u>Date</u>	<u>Location</u>	<u>Description</u>	<u>Material</u>	<u>Labor</u>	<u>Total Cost</u>
6/26	Amenity Center	4" rotor, 6P, (3) MPRs,	\$ 51.50	\$ 57.00	\$ 108.50
6/28	Bannon Lakes Blvd.	(13) 6Ps, ICD-200 decoder, 6 DBYs, (14) MPRs	\$ 574.00	\$ 190.00	\$ 764.00
				Total Due	\$ 872.50



Landcare Group

Irrigation • Landscape • Maintenance
35 Enterprise Drive
Bunnell, FL 32110
(386) 586-3321

Invoice

Terms	Date	Invoice #
Net 30	8/1/2024	15362

Bannan Lakes CDD 475 W. Town Place, Suite 114 St. Augustine, FL 32092

Project			Project #
Bannan Lakes CDD			M101
Description	Quantity	Rate	Amount
Monthly maintenance for the month of August A	1	13,503.30	13,503.30
Approved 8/2/24 Jeff Johnson Landscape Maintenance 1.330.53800.46200			
Attn. Jeff Johnson		Total	\$13503.30
		Payments/Credits	\$0.00
		Balance Due	\$13,503.30

**FREEDOM
PEST CONTROL**



3600 Pearla Rd. Ste 205 | Orange Park, FL 32065
904-272-2847 | info@freedompestcontrolfl.com

Service Slip/Invoice

INVOICE: 1160460
DATE: 08/12/2024
ORDER: 1160460

Bill To: [106211]
Bannon Lakes CDD
Bannon Lakes Fitness Center
435 Bannon Lakes Blvd
Saint Augustine, FL 32095

Work Location: [106211] 904-000-0000
Bannon Lakes CDD
Bannon Lakes Fitness Center
435 Bannon Lakes Blvd
Saint Augustine, FL 32095

Work Date	Time	Target Pest	Technician		Time In
08/12/2024			2MARCUS	Marcus Lopez	09:14 AM
Purchase Order	Terms	Last Service	Map Code		Time Out
	DUE UPON RECEIPT	08/12/2024		Lic:JE276424	09:55 AM



Service	Description	Price
TC-10RP	Annual Termite Control Renewal	\$250.00
Thank you for renewing with Freedom!		
		SUBTOTAL \$250.00
		TAX \$0.00
		AMT. PAID \$0.00
		TOTAL \$250.00
Approved 8/13/24 Jeff Johnson Pest Control 1.320.57200.54500 Ann Termite Renewal - Fitness		AMOUNT DUE \$250.00

Payment due upon receipt. A \$10 late fee will be assessed on any payment received beyond 15 days.

* Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE

3600 Pearla Rd. Ste 205 | Orange Park, FL 32065
 904-272-2847 | info@freedompestcontrolfl.com

**FREEDOM
PEST CONTROL**



3600 Peoria Rd. Ste 205 | Orange Park, FL 32065
904-272-2847 | info@freedompestcontroif.com

Service Slip/Invoice

INVOICE: 1162210
DATE: 08/12/2024
ORDER: 1162210

Bill To: [106210]
Bannon Lakes CDD
Bannon Lakes Resident's Club
435 B Bannon Lakes Blvd
St. Augustine, FL 32092

Work Location: [106210] 904-000-0000
Bannon Lakes CDD
Bannon Lakes Resident's Club
435 B Bannon Lakes Blvd
St. Augustine, FL 32092

Work Date	Time	Target Pest	Technician	Time In
08/12/2024			2MARCUS	10:53 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	DUE UPON RECEIPT	08/12/2024		12:13 PM

Service	Description	Price
---------	-------------	-------

MONTHLY	Monthly Pest Control	\$160.00
		SUBTOTAL \$160.00
		TAX \$0.00
		AMT. PAID \$0.00
		TOTAL \$160.00
Approved 8/13/24 Jeff Johnson Pest Control 1.320.57200.54500 AUG Pest Control		AMOUNT DUE \$160.00

* Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 121

Invoice Date: 8/1/24

Due Date: 8/1/24

Case:

P.O. Number:

Bill To:

Bannon Lakes CDD
475 West Town Place
Suite 114
St. Augustine, FL

Description	Hours/Qty	Rate	Amount
Management Fees - August 2024	0013105130034000	4,340.67	4,340.67
Website Administration - August 2024	0013105130053000	106.00	106.00
Information Technology - August 2024	0013105130035100	159.00	159.00
Dissemination Agent Services - August 2024	0013105130031600	750.83	750.83
Office Supplies	0013105130031600	0.30	0.30
Postage	0013105130051000	90.30	90.30
Copies	0013105130042000	27.45	27.45
	0013105130042500		
Total			\$5,474.55
Payments/Credits			\$0.00
Balance Due			\$5,474.55

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

August 12, 2024

Check Remit To:
Kutak Rock LLP
PO Box 30057
Omaha, NE 68103-1157

0013105130031500
May General Counsel

Mr. Jim Oliver
Bannon Lakes CDD
Governmental Management Services – St. Augustine
Suite 114
475 West Town Place
St. Augustine, FL 32092

Invoice No. 3436940
2723-1

Re: General Counsel

For Professional Legal Services Rendered

05/01/24	W. Haber	3.90	1,072.50	Prepare for and participate in Board meeting
05/01/24	K. Jusevitch	0.50	62.50	Confer with Haber and correspond with district manager regarding security agreement
05/07/24	K. Jusevitch	0.30	37.50	Prepare budget hearing notice and correspond with district manager regarding same
05/10/24	W. Haber	0.30	82.50	Participate in call regarding Envera agreement
05/14/24	W. Haber	0.50	137.50	Confer with counsel for Envera; confer with Oliver and d'Aquin regarding negotiation; finalize agreement
TOTAL HOURS		5.50		

KUTAK ROCK LLP

Bannon Lakes CDD

August 12, 2024

Client Matter No. 2723-1

Invoice No. 3436940

Page 2

TOTAL FOR SERVICES RENDERED \$1,392.50

DISBURSEMENTS

Meals 10.26

Travel Expenses 112.34

TOTAL DISBURSEMENTS 122.60

TOTAL CURRENT AMOUNT DUE \$1,515.10



Landcare Group

Irrigation • Landscape • Maintenance

35 Enterprise Drive
Bunnell, FL 32110
(386) 586-3321

Invoice

Terms	Date	Invoice #
Net 30	8/14/2024	15411

Bannon Lakes CDD
475 W. Town Place, Suite 114
St. Augustine, FL 32092

Project			Project #
Bannon Lakes CDD			M101
Description	Quantity	Rate	Amount
Irrigation Maintenance Service for July - see attached list.	1	581.50	581.50
Approved 8/14/24 Jeff Johnson Irrigation Repairs 1.330.53800.46400			
Attn. Jeff Johnson		Total	\$581.50
		Payments/Credits	\$0.00
		Balance Due	\$581.50

Bannon Lakes CDD

<u>Date</u>	<u>Location</u>	<u>Description</u>	<u>Material</u>	<u>Labor</u>	<u>Total Cost</u>
7/26	Bannon Lakes Blvd Amenity Center	(11) 6Ps, (13) MPRs, solenoid, (2) DBYs (3) nozzles, (1) 6P, 4" rotor, (3) MPRs, (2) 1/2" caps	\$ 309.25 \$ 63.25	\$ 133.00 \$ 76.00	\$ 442.25 \$ 139.25
				Total Due	\$ 581.50



Invoice

Date
Invoice #

8/5/2024
131295623780

1707 Townhurst Dr
Houston TX 77043
ar@poolsure.com
800-858-POOL (7665)
www.poolsure.com

Terms	Net 20
Due Date	8/25/2024
PO #	
Delivery Ticket #	Sales Order #1349905
Delivery Date	8/2/2024
Delivery Location	Bannon Lakes Pool
Customer #	13BAN025

Bill To
Riverside Management Services Bannon Lakes CDD 9655 Florida Minning Blvd West bldg 300 suite 305 Jacksonville FL 32257

Ship To	Bannon Lakes CDD 435 Bannon Lakes Blvd St. Augustine FL 32095
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OUR REMITTANCE ADDRESS HAS CHANGED! PLEASE SEE REMITTANCE BELOW AND UPDATE YOUR RECORDS.

Item ID	Item	Quantity	Units	Rate	Amount
115-300	Bleach Minibulk Delivered	300	gal	2.77	831.00
	Approved 8/7/24 Jeff Johnson Pool Chemicals 1.320.57200.45210 Bleach - Aug				

Subtotal 831.00
Shipping Cost (FEDEX GROUND) 0.00
Total 831.00
Amount Due \$831.00

Remittance Slip

Customer
13BAN025
Invoice #
131295623780

Amount Due \$831.00

Amount Paid _____

Make Checks Payable To

Poolsure
1707 Townhurst Dr
Houston, TX 77043-2810



131295623780



Invoice

Date
Invoice #

8/8/2024
131295623956

1707 Townhurst Dr
Houston TX 77043
ar@poolsure.com
800-858-POOL (7665)
www.poolsure.com

Terms	Net 20
Due Date	8/28/2024
PO #	
Delivery Ticket #	Sales Order #1350003
Delivery Date	8/8/2024
Delivery Location	Bannon Lakes Pool
Customer #	13BAN025

Bill To
Riverside Management Services
Bannon Lakes CDD
9655 Florida Minning Blvd West
bldg 300 suite 305
Jacksonville FL 32257

Ship To
Bannon Lakes CDD
435 Bannon Lakes Blvd
St. Augustine FL 32095

OUR REMITTANCE ADDRESS HAS CHANGED! PLEASE SEE REMITTANCE BELOW AND UPDATE YOUR RECORDS.

Item ID	Item	Quantity	Units	Rate	Amount
115-300	Bleach Minibulk Delivered	100	gal	2.77	277.00
	Approved 8/13/24 Jeff Johnson Pool Chemicals 1-320-57200-45210 Bleach - Aug				

Subtotal 277.00
Shipping Cost (FEDEX GROUND) 0.00
Total 277.00
Amount Due \$277.00

Remittance Slip

Customer
13BAN025
Invoice #
131295623956

Amount Due \$277.00

Amount Paid _____

Make Checks Payable To

Poolsure
1707 Townhurst Dr
Houston, TX 77043-2810



131295623956

Riverside Management Services, Inc
9655 Florida Mining Blvd. W
Bldg. 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 223
Invoice Date: 8/1/2024
Due Date: 8/1/2024
Case:
P.O. Number:

Bill To:
Bannon Lakes CDD
9655 Florida Mining Blvd W
Suite 305
Jacksonville, FL 32257

Description	Hours/Qty	Rate	Amount
1.320.57200.45200 - Pool Maintenance Services - August 2024		1,113.00	1,113.00
1.320.57200.46001 - Contract Administration - August 2024		2,024.08	2,024.08
1.320.57200.34000 - Facility Management - Bannon Lakes - August 2024		6,218.08	6,218.08
<i>Jerry Lambert</i> 8-8-24			
Total			\$9,355.16
Payments/Credits			\$0.00
Balance Due			\$9,355.16

Riverside Management Services, Inc
9655 Florida Mining Blvd. W
Bldg. 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 225
Invoice Date: 7/31/2024
Due Date: 7/31/2024
Case:
P.O. Number:

Bill To:
Bannon Lakes CDD
9655 Florida Mining Blvd W
Suite 305
Jacksonville, FL 32257

Description	Hours/Qty	Rate	Amount
Facility Assistant through July 2024 1,320.57200.34100	48.27	26.50	1,279.16
<i>Jerry Lambert</i> 8-8-24			

Total	\$1,279.16
Payments/Credits	\$0.00
Balance Due	\$1,279.16

BANNON LAKES CDD
FACILITY ASSISTANT INVOICE DETAIL

Quantity	Description	Rate	Amount
48.27	Facility Assistant Covers July 2024	\$ 26.50	\$1,279.16
	TOTAL DUE:		<u>\$1,279.16</u>

Facility Assistant 1.320.57200.34100

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
FACILITY ASSISTANT BILLABLE HOURS
THROUGH JULY 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/6/24	4.02	C.M.	Completed daily checklist and returned calls and emails
7/7/24	4.02	C.M.	Completed daily checklist and returned calls and emails
7/12/24	8.03	C.M.	Completed daily checklist and returned calls and emails
7/13/24	4.05	C.M.	Completed daily checklist and returned calls and emails
7/14/24	4.02	C.M.	Completed daily checklist and returned calls and emails
7/19/24	8.03	C.M.	Completed daily checklist and returned calls and emails
7/20/24	4.02	C.M.	Completed daily checklist and returned calls and emails
7/21/24	4.03	C.M.	Completed daily checklist and returned calls and emails
7/27/24	4.03	C.M.	Completed daily checklist and returned calls and emails
7/28/24	4.02	C.M.	Completed daily checklist and returned calls and emails
TOTAL	<u>48.27</u>		

THIGPEN

HEATING & COOLING, INC.

Since 1962

INVOICE : 0003946

Bill To : 122663
Bannon Lakes Amenity Center 435 Bannon Lakes Blvd Saint Augustine, FL 32095 Phone :(904)660-3669

Invoice Date : 08/05/2024	Install Date : 06/26/2017
Service Order : 032444	Page : 1 of 2
Serviced At : 122663	
Bannon Lakes Amenity Center 435 Bannon Lakes Blvd Saint Augustine, FL 32095	

Contact	Telephone	Call Type	Customer PO	Terms
Jeff Johnson	(904) 660-3669	CSVC		DUE UPON RECEIPT

Service Requested :

PAUL ONLY AT THIS LOCATION, EVEN FOR MAINT! First Call Main Unit is not cooling Unit is coming on Just the unit is not keeping up and not cooling down Customer said he spoke with Paul on this Call B4 CALL JEFF WHEN HEADING TO PROPERTY EVERY TIME. HE IS IN CHARGE OF FACILITIES. ALWAYS CALL DENISES CELL 904-629-9244 FIRST. SHE MAY BE OUT ON THE PROPERTY. Commercial Service. PAUL ONLY AT THIS LOCATION, EVEN FOR MAINT! CALL JEFF WHEN HEADING TO PROPERTY EVERY TIME. HE IS IN CHARGE OF FACILITIES. ALWAYS CALL DENISES CELL 904-629-9244 FIRST. SHE MAY BE OUT ON THE PROPERTY..

Service Comments :

On arrival found TRANE unit running on circuit B. Circuit was not running.. after further investigation found three pole 40 amp contactor bad. Replaced three pole, contactor circuit an and B are running at this time.. double checked pressures circuit A 139.3 over 328.3..circuit B 145.5 over 373.6. System is running at this time.

Description	Mfg Name	Model	Serial No	
Condenser	MISC	TTA090H300AA	16512L83YA	
Qty	Description		Price	Extended
1	40 AMP 3 Pole 24V Coil		0.00	0.00
	Total Parts for Unit			0.00
	Total Labor for Unit			0.00
Qty	Description		Price	Extended
1	CONTACTOR * 3 POLE 40 AMP 24V		378.42	378.42
	Total Parts for Unit			378.42
0013205720060000 Cooling Unit Repair				

See Over < 2 >

THIGPEN

HEATING & COOLING, INC.

Since 1962

INVOICE : 0003946

Invoice Date :08/05/2024 Install Date :06/26/2017
Service Order :032444 Page : 2 of 2

Bill To : 122663
Bannon Lakes Amenity Center
435 Bannon Lakes Blvd
Saint Augustine, FL 32095
Phone :(904)660-3669

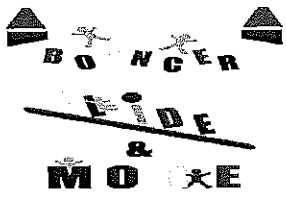
Serviced At : 122663
Bannon Lakes Amenity Center
435 Bannon Lakes Blvd
Saint Augustine, FL 32095

Contact	Telephone	Call Type	Customer PO	Terms
Jeff Johnson	(904) 660-3669	CSVC		DUE UPON RECEIPT

Approved 8/6/24
Jeff Johnson
Repairs and Maintenance
1.320.57200.60000

PLEASE REMIT TO:
Thigpen Heating & Cooling, Inc
2601 News Road
Jacksonville, FL 32207

Materials:	378.42
Misc:	0.00
Trip Charge:	0.00
Labor:	0.00
Subtotal:	378.42
Sales Tax:	0.00
Total:	378.42 USD
Balance Due:	378.42 USD

		Bouncers, Slides, and More Inc. 1915 Bluebonnet Way Fleming Island, FL 32003		Invoice			
				Date: September 14th, 2023 Invoice Number: 09142024.01			
<u>Name / Address</u> Attn: Diana Lambert Bannon Lakes 435 Bannon Lakes Blvd. St Augustine, FL 32092 BannonManager@RMSNF.c		Additional Details:					
<u>Description</u>		<u>Quantity</u>	<u>Rate</u>	<u>Discount</u>	<u>Subtotal</u>	<u>Extended</u>	
1	5-station, 30ft Rockwall	1	\$950.00		\$950.00	\$900.00	
2	Face Painter (2hrs.)	1	\$300.00		\$300.00	\$300.00	
3	Balloon Artist (2hrs.)	1	\$300.00		\$300.00	\$300.00	
4	Toddler Combination Unit	1	\$275.00		\$250.00	\$250.00	
5							
6							
7	Approved 8.21.24						
8	Diana Lambert						
8	Special Events 1.320.57200.49400	\$650.00					
9	Holiday Decorations 1.320.57200.45920	\$1100.00					
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
Comments:		Subtotal				\$1,750.00	
		Sales Tax (0.0%)					N/A
		Total					\$1,750.00



ACCOUNT NAME Bannon Lakes Cdd - Gms		ACCOUNT # 764131	PAGE # 1 of 1
INVOICE # 0006583944	BILLING PERIOD Jul 1- Jul 31, 2024	PAYMENT DUE DATE August 20, 2024	
PREPAY (Memo Info) \$0.00	UNAPPLIED (included in amt due) \$0.00	TOTAL CASH AMT DUE* \$219.60	

BILLING ACCOUNT NAME AND ADDRESS

Bannon Lakes Cdd - Gms
475 W Town Place, Ste 114
Saint Augustine, FL 32092

Legal Entity: Gannett Media Corp.
Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.
All funds payable in US dollars.

BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@ccc.gannett.com **FEDERAL ID** 47-2390983

To sign-up for E-mailed invoices and online payments please contact abgspecial@gannett.com.

Date	Description	Amount
7/1/24	Balance Forward	\$65.92
7/4/24	PAYMENT - THANK YOU	-\$65.92

Package Advertising:

Start-End Date	Order Number	Product	Description	PO Number	Package Cost
7/10/24-7/17/24	10162232	SAG St Augustine Record	Notice of Budget Hearing		\$219.60

0013105130048000

As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

Total Cash Amount Due	\$219.60
Service Fee 3.99%	\$8.76
*Cash/Check/ACH Discount	-\$8.76
*Payment Amount by Cash/Check/ACH	\$219.60
Payment Amount by Credit Card	\$228.36

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

ACCOUNT NAME Bannon Lakes Cdd - Gms		ACCOUNT NUMBER 764131		INVOICE NUMBER 0006583944		AMOUNT PAID \$219.60
CURRENT DUE \$219.60	30 DAYS PAST DUE \$0.00	60 DAYS PAST DUE \$0.00	90 DAYS PAST DUE \$0.00	120+ DAYS PAST DUE \$0.00	UNAPPLIED PAYMENTS \$0.00	TOTAL CASH AMT DUE* \$219.60
REMITTANCE ADDRESS (Include Account# & Invoice# on check) Gannett Florida LocaliQ PO Box 631244 Cincinnati, OH 45263-1244				TO PAY WITH CREDIT CARD PLEASE CALL: 1-877-736-7612		TOTAL CREDIT CARD AMT DUE \$228.36
				To sign up for E-mailed invoices and online payments please contact abgspecial@gannett.com		

0000764131000000000000065839440002196067176

LOCALIQ FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

AFFIDAVIT OF PUBLICATION

Bannon Lakes Cdd - Gms
Bannon Lakes Cdd - Gms
475 W Town Place, Ste 114

Saint Augustine FL 32092

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the St Augustine Record, published in St Johns County, Florida; that the attached copy of advertisement, being a Public Notices, was published on the publicly accessible website of St Johns County, Florida, or in a newspaper by print in the issues of, on:

07/10/2024, 07/17/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 07/17/2024

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$219.60
Tax Amount: \$0.00
Payment Cost: \$219.60
Order No: 10162232 # of Copies:
Customer No: 764131 1
PO #:

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

MARIAH VERHAGEN
Notary Public
State of Wisconsin

BANNON LAKES COMMUNITY
DEVELOPMENT DISTRICT
NOTICE OF PUBLIC HEARING
TO CONSIDER THE ADOPTION
OF THE FISCAL YEAR 2025
PROPOSED BUDGET(S); AND
NOTICE OF REGULAR BOARD
OF SUPERVISORS' MEETING.
The Board of Supervisors ("Board")
of the Bannon Lakes Community
Development District ("District")
will hold a public hearing and regular
meeting as follows:

DATE: August 7, 2024

TIME: 4:00 pm

LOCATION: World Golf Village
Renaissance Hotel
500 South Legacy Trail

St. Augustine, Florida 32092

The purpose of the public hearing is to receive comments and objections on the adoption of the District's proposed budget(s) for the fiscal year beginning October 1, 2024, and ending September 30, 2025 ("Proposed Budget"). A regular Board meeting of the District will also be held at the above time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, c/o Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092; (904) 940-5850 ("District Manager's Office"), during normal business hours, or by visiting the District's website at <https://bannonlakescdd.com/>.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and/or meeting may be continued in progress to a date, time certain, and place to be specified on the record at the public hearing and/or meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at the public hearing or meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the public hearing and meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

James Oliver
District Manager
Pub: July 10 & 17, 2024; #10162232



Remit To:
 JANI-KING OF JACKSONVILLE
 5700 ST. AUGUSTINE ROAD
 JACKSONVILLE, FL 32207
 (904) 346-3000

Invoice	
Date 8/1/2024	Number JAK08240067
Due Date 8/31/2024	Cust # 246097
Invoice Amount \$1,118.25	Amount Remitted

Sold To:
 BANNON LAKES
 435 BANNON LAKES BLVD
 ST AUGUSTINE, FL 32095

For:
 Same as Sold To

Make All Checks Payable to: JANI-KING OF JACKSONVILLE
 RETURN THIS PORTION WITH YOUR PAYMENT

JANI-KING OF JACKSONVILLE
 Commercial Cleaning Services
 (904) 346-3000



Sold To:
 BANNON LAKES
 435 BANNON LAKES BLVD
 ST AUGUSTINE, FL 32095

For:
 Same as Sold To

Invoice No	Date	Cust No	Slsmn No	PO Number	Franchisee	Due Date
JAK08240067	8/1/2024	246097	CRISTINA TRELLE		HIGH VIBE GLEAM, LLC	8/31/2024
Quantity	Description				Unit Price	Extended Price
1	MONTHLY CONTRACT BILLING AMOUNT FOR AUGUST				\$1,118.25	\$1,118.25
Approved 8.21.24 Diana Lambert Janitorial Maintenance 1.320.57200.45300 August Janitorial						
Amount of Sale						\$1,118.25
Sales Tax						\$0.00
Total						\$1,118.25
Make All Checks Payable to: JANI-KING OF JACKSONVILLE						



Irrigation • Landscape • Maintenance

35 Enterprise Drive
 Bunnell, FL 32110
 (386) 586-3321

Invoice

Terms	Date	Invoice #
Net 30	8/16/2024	15426

Bannon Lakes CDD
 475 W. Town Place, Suite 114
 St. Augustine, FL 32092

Project		Proposal #	Project #
Drop Preserve Trees		02797	M101
Description	Quantity	Rate	Amount
Drop 2 Pine trees in the preserve at 280 Falcon Quest Lane Tree Felling Service	2	480.00	960.00
Approved Jeff Johnson Landscape Contingency 1.330.57200.46210			
Attn. Jeff Johnson		Total	\$960.00
		Payments/Credits	\$0.00
		Balance Due	\$960.00



Invoice

Date
Invoice #

8/20/2024
131295624299

1707 Townhurst Dr
Houston TX 77043
ar@poolsure.com
800-858-POOL (7665)
www.poolsure.com

Terms	Net 20
Due Date	9/9/2024
PO #	
Delivery Ticket #	Sales Order #1350182
Delivery Date	8/19/2024
Delivery Location	Bannon Lakes Pool
Customer #	13BAN025

Bill To
Riverside Management Services
Bannon Lakes CDD
9655 Florida Minning Blvd West
bdg 300 suite 305
Jacksonville FL 32257

Ship To
Bannon Lakes CDD
435 Bannon Lakes Blvd
St. Augustine FL 32095

OUR REMITTANCE ADDRESS HAS CHANGED! PLEASE SEE REMITTANCE BELOW AND UPDATE YOUR RECORDS.

Item ID	Item	Quantity	Units	Rate	Amount
115-300	Bleach Minibulk Delivered	300	gal	2.77	831.00
160-050	Pool Acid bulk by Gallon	30	gal	3.19	95.70
<p>Approved 8/21/24 Jeff Johnson Pool Chemicals 1.320.57200.45210 Bleach - Aug</p>					

Subtotal	926.70
Shipping Cost (FEDEX GROUND)	0.00
Total	926.70
Amount Due	\$926.70

Remittance Slip

Customer
13BAN025
Invoice #
131295624299

Amount Due \$926.70

Amount Paid _____

Make Checks Payable To

Poolsure
1707 Townhurst Dr
Houston, TX 77043-2810



131295624299

Renaissance Resort
at the World Golf Village

500 South Legacy Trail
St Augustine FL 32092

Phone 904-940-8000

Invoice #51294
Date 8/20/2024

INVOICE

Customer

Name Bannan Lakes CDD Meeting
Attn Sarah Sweeting
Address 475 W Town Pl Suite 114
City St Augustine, FL

Qty	Description	Charged
1	Meeting Room Rental - Event Date 9/23/2024 25% Service Charge 0013105130046000 9/23/24 Meeting Rm Rntl Bannan Lakes Community Development District Exempt #85-8017166046C-0	\$475.00 \$118.75
SUB-TOTAL		\$593.75
Amount Due		\$593.75

Payment Details

- Direct Bill
- Credit Card
- Check



EVENT ORDER
 WORLD GOLF VILLAGE RENAISSANCE ST. AUGUSTINE RESORT
 500 South Legacy Trail, St. Augustine, FL 32092
 PHONE:(904) 940-8000

Page # 1 of 1
 Event Order #: 844352
 Quote #: M-U1K6RK7
 Folio #:

FUNCTION DAY/DATE: Monday, September 23, 2024
 ORGANIZATION: Governmental Management Services North Florida

POST AS: Bannan Lakes CDD Meeting
 BILLING ADDRESS: 475 W Town Place, Suite 114, Saint Augustine, FL 32092-3648
 CUSTOMER: Sarah Sweeting Phone #: (904) 940-5857 Fax #:
 IN-HOUSE CONTACT: SAME
 MANAGERS: Morgan Lewis
 DATE PRINTED: Tuesday, August 20, 2024

ATTENDANCE GUARANTEE IS REQUIRED 72 HOURS (3 BUSINESS DAYS) PRIOR TO FUNCTION; OTHERWISE THE EXPECTED WILL BECOME THE GUARANTEE. ROOM ASSIGNMENT IS SUBJECT TO CHANGE BASED ON FINAL GUARANTEE OF ATTENDANCE.

TIME	FUNCTION	LOCATION	ROOM RENTAL	ATTENDANCE		
				EXP	GTD	SET
1:30 PM-4:30 PM	Meeting	Troon	\$475.00	50		

1:30 PM Meeting Troon

(1) Water Station

ROOM SET-UP

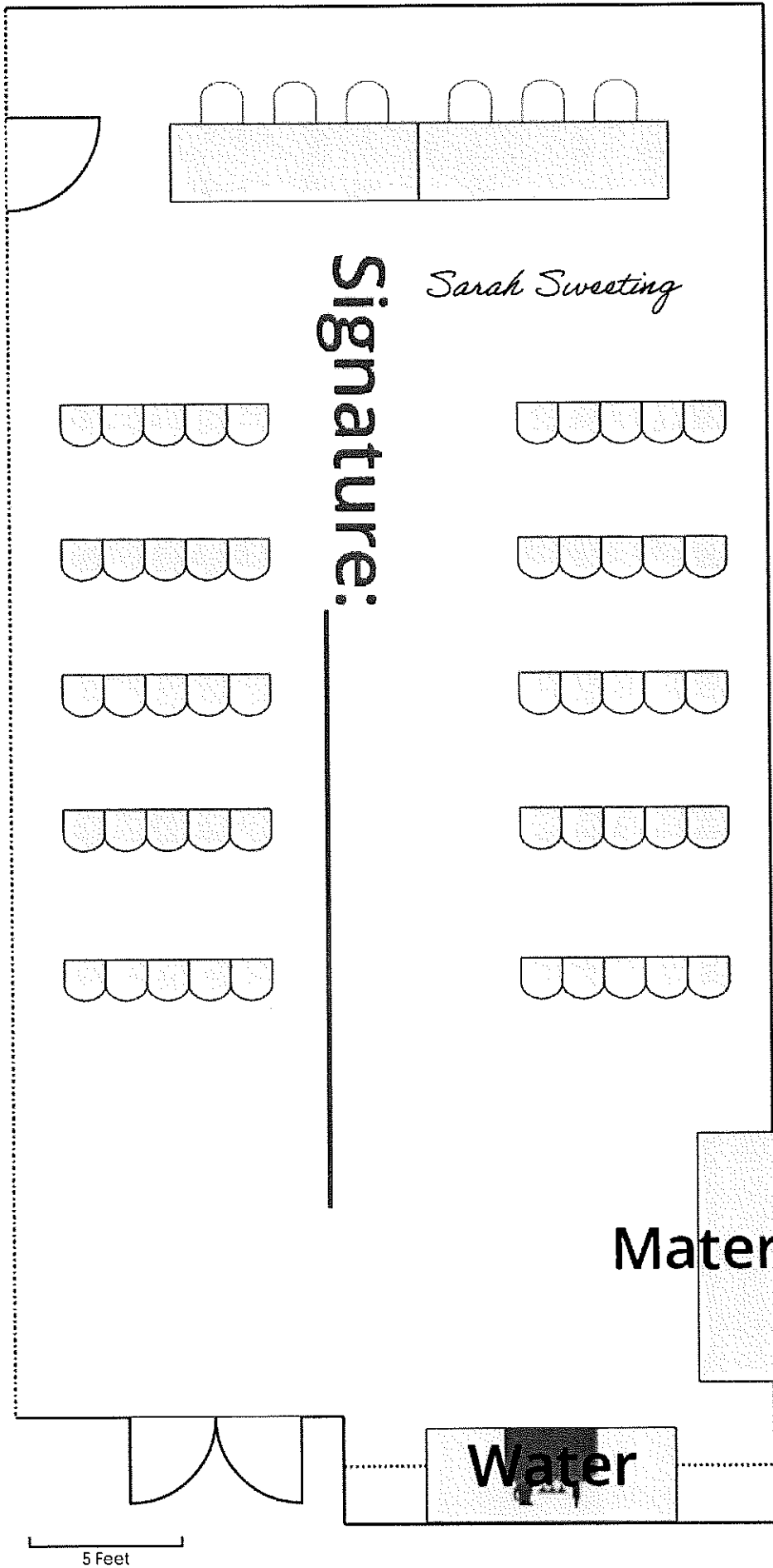
Theatre

- (1) 8 FT Table *Place on side or back wall for materials*
- SEE DIAGRAM
- (1) Head Table with (6) chairs

Once this event order is approved with a signature, a minimum room re-set fee of \$250.00++ will be applied for any 'on-site' changes made to room set-up. All prices are subject to 25% Taxable Service Charge & 6.5% Sales Tax.

Signature: Sarah Sweeting

If in agreement, please sign one copy and return



GROUP CATERING AGREEMENT

This **Group Catering Agreement** ("Agreement") is by and between **Governmental Management Services North Florida** ("Group" or "you" or "your(s)") and **World Golf Village Renaissance St. Augustine Resort** (the "Hotel" or "we" or "us" or "our"). Group and Hotel are each a "Party" and, collectively, the "Parties").

Especially Prepared for:		Event & Hotel Information:	
Client Contact Name:	Sarah Sweeting	Name of "Event":	Bannon Lakes CDD Meeting
Title:		Date(s) of Event:	09/23/2024 - 09/23/2024
Responsible Party (Company Name or Individual):	Governmental Management Services North Florida	Post to Reader Board as:	Bannon Lakes CDD Meeting
Address:	475 W Town Place	Hotel Contact:	Morgan Lewis
City, State, Zip:	Saint Augustine, FL 32092-3648 USA	Title:	Sales Manager
Reference #	M-U1K6RK7	Property Address:	500 South Legacy Trail, St. Augustine, FL, 32092
Phone:	(904) 940-5857	Phone:	904-940-8636
Email	ssweeting@gmsnf.com	Email:	Morgan.lewis@atriumhospitality.com

The Hotel will provide your requested function space in accordance with and at the rates set forth in the following Schedule of Events. The Hotel reserves the right to adjust function space at the reservations due date if attendance projects lower than contracted. Please ensure that the Schedule of Events includes all space necessary to accommodate your set-up and break-down times, all audio-visual needs, head tables and displays. Diagrams and identification of the Hotel's meeting space to be used for your Event may not be disseminated by the Group without the Hotel's prior approval.

SCHEDULE OF EVENTS

Date	Day	Start	End	Function Type	Setup	# People	Rental
09/23/2024	Mon	1:30 PM	4:30 PM	Meeting	Theatre	50	\$475.00++

GUARANTEED ATTENDANCE AND MENU SELECTIONS

Though this number will not affect the Agreed Minimum Food and Beverage Revenue figure noted below, the final attendance for your function must be received in writing by the event services office NO LATER THAN 12:00PM, five (5) working days before the date of the function. This will be the number for whom the Hotel will prepare food for the function. The Hotel cannot be responsible for service, accommodations or guaranteeing the same menu items for more than three percent over your guaranteed number of people. If a guarantee is not given to the Hotel by the specified time and date, the original estimated attendance would be considered the final guarantee. Your final menu selections must be made no later than 10 days prior to commencement of your Event. A Banquet Event Order will be sent to you to confirm all final arrangements and prices. If you do not advise Hotel of any corrections or changes to the Banquet Event Order by the date requested by Hotel, the Banquet Event Order will be considered accepted by you as correct. Group will be responsible for the charges listed on the Banquet Event Order or the Agreed Minimum Food and Beverage Revenue figure, whichever is greater, plus applicable tax and service charges.

SERVICE CHARGE

A service charge of 25% (or the current service charge in effect on the day of the Event) will be assessed on all charges relating to your Event including, but not limited to, food and beverage, audio visual, connectivity, meeting room rental, labor fees and any other charges relating to your Event, plus any applicable state and/or local taxes. This service charge is not a gratuity and is the property of Hotel to cover discretionary and administrative costs of the Event. We will endeavor to notify you in advance of your Event of any increases to the service charge should different amounts be in effect on the day of your Event.

FACILITIES AND SERVICES COMMITMENT

When you contract for meeting facilities and for food and beverage services, those facilities and services are removed from our inventory and considered sold to you, and the Hotel makes financial plans based upon the revenues it expects to achieve from your full performance of this Agreement. It is impossible for the Hotel to know in advance whether or under what circumstances or at what rates it would be able to resell your contracted services or facilities if you do not use them, either as the result of a cancellation of your Event ("cancellation") or as the result of usage of less than your contracted food and beverage services for the above Schedule of Events ("attrition"). In most instances, when groups do not use their contracted facilities or services, the Hotel is unable to resell those facilities or services and even when the facilities or services are resold, they are generally not resold at the same rates, may be resold to groups which would have utilized the Hotel at another time, are resold to groups that do have the same needs as the original group, etc. Even when facilities or services may be resold, it is costly to re-market the facilities and services, and such efforts divert the attention of our sales staff from selling the Hotel's facilities and services for other times. And we may have turned away more lucrative groups in order to meet our commitment to you.

For all these reasons and others, the Parties agree that in the event of cancellation or attrition, the following charges, which represent a reasonable effort on behalf of the Hotel to establish its loss prospectively, shall be due as liquidated damages. Because the Hotel reasonably expects to derive revenue from your Event above and beyond the revenue derived from the provision of room nights and food and beverage services, and because it is difficult to estimate the actual revenue which may be derived from your Event, the amounts due as and for liquidated damages are intended to compensate the Hotel for all of its losses associated with cancellation.

CANCELLATION:

It is understood that Hotel loses substantial revenue upon the Group's cancellation of an event. The amount of those losses is often difficult or impossible to determine. Hotel has set forth the following fee schedule in the event of cancellation. The parties agree that these fees are a fair and reasonable estimation of Hotel's loss as a result of cancellation. Group shall pay the cancellation fee as liquidated damages, plus

applicable taxes, if Group cancels or is deemed to have cancelled the Event.

If any single function is cancelled, the Group is responsible for the meeting room rental and any other applicable charges associated with that function. The Group is still expected to meet the Agreed Minimum Food and Beverage Revenue. Group agrees to notify Hotel in writing within five (5) business days of any decision to cancel. If the entire Event is cancelled Group agrees to pay Hotel, as follows:

CANCELLATION FEES:

Cancellation Fee is based on Agreed Minimum Food and Beverage Revenue, all other applicable Event charges (e.g., setup charges, audio visual charges, etc.), for a total amount of \$475.00, plus applicable taxes and service charges.

Your written notice of cancellation must be delivered to Hotel, and may be made by facsimile or electronic transmission. Cancellation date will be considered the date such notification was received by Hotel. Liquidated damages resulting from cancellation shall be due and payable at the time of cancellation.

DEPOSIT AND PAYMENT REQUIREMENTS

If you wish to apply for credit, please complete the enclosed direct bill application form and return it with the signed Agreement. If you wish to pay by credit card, please complete the enclosed Credit Card Authorization form and return it with the signed Agreement. Please note that any credit approvals will expire after 24 months. In addition, Hotel reserves the right to withdraw a prior credit approval if Group fails to pay in full charges associated with any prior event at the Hotel or any other hotel owned or operated by Atrium Hospitality or its affiliates, or if there is any material adverse change in Group's credit standing. If credit approval is withdrawn or expires, Group must make deposit payments in accordance with the below schedule, with Group paying any previously scheduled deposit amounts by the earlier of (A) five (5) days after the Hotel notifies Group of the withdrawal or expiration of credit, or (B) three (3) days prior to the date of the Event.

If credit is not established in advance by Group with Hotel and maintained, you must make payments in accordance with the below payment schedule. All deposits will be credited to Group's Master Account.

Date	Deposit Due
Four weeks prior to Event*	Estimated remaining balance due

*Final deposit payment must be by cash, credit card, certified or official bank check, money order, or bank transfer, with wiring instructions to be provided by Hotel.

Checks and money orders should be made payable to and be delivered to:

World Golf Village Renaissance St. Augustine Resort
Attention: Accounting Department
500 South Legacy Trail
St. Augustine FL 32092

For payment by wire or ACH transfer, the Hotel's current bank wire instructions have been sent along with the Hotel Agreement through Sertifi. You are responsible for ensuring any wire is sent to the correct account. If you receive wire instructions not sent through Sertifi at any time, even if the same appear to be sent by the Hotel, you must verify the same by calling the hotel accounting office using a trusted known or independently verified phone number

If any deposit payment is not made when due, Hotel may, at its option, deem the Event to be canceled, in which case cancellation charges will apply as noted above and the Hotel will retain any deposits on hand and apply them to the cancellation charges.

In addition to any other amounts authorized by this Agreement, the following items shall be charged to the Master Account: banquet food and beverage charges, service charges, meeting space rental charges, cancellation charges, charges for third-party services and/or supplies arranged through the Hotel, audio-visual charges and any other charges billed to the Master Account at the request of the authorized representative of the Group, as designated by the Group in advance of the Event, plus applicable taxes and governmental charges. Except with respect to the Hotel's exclusive audio-visual provider, a 10% administrative fee shall be included on any third-party services or supplies arranged through the Hotel. Group further agrees that all charges associated with use of the grounds, function space, facilities and services of the Hotel by its vendors shall be posted to the Master Account.

During the course of your Event, we would be pleased to meet with you each day at a mutually agreed upon time to review the charges applied to your Master Account and to keep it accurate and up to date. Please inform your Event Services Manager of a convenient time that you wish to establish for a daily meeting.

If credit was not established and maintained, any Master Account balance is due at the conclusion of the Event. Where credit was established and maintained, the Master Account balance will be invoiced to the Group within 10 days after the Event concludes and shall be due and payable by Group within 10 days after the date of invoice. Master Account charges may be paid in the form of cash, check or bank transfer. All deposits, balances or charges not paid when due will bear interest at the lesser of 1.5% per month or the maximum rate permitted by law. Should the Hotel, in its sole discretion, deem collection action necessary regarding any amounts payable by Group under this Agreement, all costs associated with that collection action, including reasonable attorney's fees, shall be payable by Group and may be posted to the Master Account.

Individual guest accounts are paid via the credit card provided by the guest at check-in.

TAX EXEMPT STATUS

If Group maintains a tax exempt status, Hotel must be provided with a valid exemption certificate no later than thirty (30) days prior to Group's arrival in order to be exempt from taxes. **Please note, tax exempt status pertains to the Master Account only.** Individual attendees are not tax exempt. Tax exempt status applies to sales tax only; other taxes may apply.

AUDIO-VISUAL EQUIPMENT

Group agrees to work exclusively with Hotel or Hotel's exclusive audio-visual provider for Group's audio-visual needs. Any exceptions

require Hotel approval and shall be subject to a Hotel fee, plus tax. Applicable service charges and taxes will apply to all charges for audio-visual services, whether provided by the Hotel or Hotel's exclusive provider.

INSURANCE AND INDEMNIFICATION

Hotel and Group each agree to carry and maintain and provide evidence of liability and other insurance in amounts sufficient to provide coverage against any claims arising out of its activities or relating to its respective obligations under this Agreement, with liability coverage of not less than \$2,000,000.00 per occurrence. Group's insurance policy shall name the World Golf Village Renaissance St. Augustine Resort and Atrium Hospitality LP (collectively, the "Hotel Parties") as additional insureds. With respect to any claims or other liability for which Group is responsible, Group's insurance will be primary and not contributory to any insurance maintained by the Hotel Parties. Damage caused by the Group or its attendees or contractors will be the Group's responsibility. The Hotel is not responsible for any loss or damage no matter how caused, to any samples, displays, properties, or personal effects brought into the Hotel, and/or for the loss of equipment, exhibits or other materials left in meeting rooms. Group will carry workers compensation coverage as required by law. Group will provide Hotel with a copy of their Certificate of Insurance no later than thirty (30) days prior to arrival.

The Group shall indemnify, defend and hold harmless World Golf Village Renaissance St. Augustine Resort and Atrium Hospitality LP and their respective officers, directors, partners, agents, members and employees from and against any and all demands, claims, damages to persons or property, losses and liabilities, including reasonable attorney's fees (collectively "Claims") arising out of or caused by the Group's and/or its attendees', members', agents', employees', independent contractors' or exhibitors' negligence, including but not limited to claims arising out of the Group's distribution of pre-keyed room key cards, rooming lists or any other confidential information relating to its attendees.

ELECTRICAL/PHONE SETUP

All electrical services and utilities, including phone and riggings, must be contracted for through the Hotel's Event Services Department.

OUTSIDE FOOD AND BEVERAGE

Due to applicable law, you may not bring alcoholic beverages into the Hotel for your Event. You must obtain our prior approval before you bring any food or non-alcoholic beverages from outside sources into our Hotel. Service fees will apply to any outside food or beverage served in our function space, regardless whether Hotel labor is required.

ENTIRE AGREEMENT

This Agreement, including the below-referenced **Additional Terms and Conditions**, and the appendices, attachments, addenda and exhibits attached hereto and hereby incorporated herein, constitutes the entire agreement between the Parties superseding any and all prior proposals, negotiations, representations, commitments and other communications between the Parties, whether oral or written, concerning the Event. This Agreement shall be deemed "accepted" and binding on the Parties only after it has been signed and delivered by a representative of the Group and thereafter by a representative of the Hotel. No representative of the Hotel is authorized to make any representation which varies from the express terms of this Agreement. This Agreement cannot be amended or supplemented except in writing signed by a representative of the Group and the Hotel's Director of Sales or General Manager. Group shall present Hotel an executed version signed by Group's representative prior to **August 31, 2024**.

ADDITIONAL TERMS AND CONDITIONS: By signing where indicated below, you are agreeing that in addition to the terms and conditions of this Agreement as set forth above, this Agreement also includes the general terms and conditions set forth in the Additional Terms and Conditions (collectively, the "Additional Terms and Conditions") located on the following website, which terms and conditions are hereby incorporated into and made a part of this Agreement: <https://atriumhospitality.com/terms-and-conditions/>

The undersigned expressly agree and warrant that they are authorized to sign and enter into this Agreement on behalf of the party for which they sign and if applicable on behalf of Group/Client named above.

ACCEPTED AND AGREED TO:

Governmental Management Services North Florida

Group: Bannon Lakes CDD Meeting Sept2024

By: Sarah Sweeting

Name: Sarah Sweeting

Dated:

HOTEL:

Atrium Hospitality LP
d/b/a World Golf Village Renaissance St. Augustine Resort

By: _____

Name: Morgan Lewis

Sales Manager

Dated:

By: _____

Name: Christian Joransen

Director Of Sales

Dated:

Riverside Management Services, Inc
 9655 Florida Mining Blvd. W
 Bldg. 300, Suite 305
 Jacksonville, FL 32257

Invoice

Invoice #: 227
 Invoice Date: 8/16/2024
 Due Date: 8/16/2024
 Case:
 P.O. Number:

Bill To:
 Bannan Lakes CDD
 9655 Florida Mining Blvd W
 Suite 305
 Jacksonville, FL 32257

Description	Hours/Qty	Rate	Amount
Facility Maintenance July 1 - July 31, 2024		5,160.00	5,160.00
Maintenance Supplies		246.95	246.95
<p>Approved 8/20/24 Jeff Johnson Facility Maintenance 1.320.57200.45100 \$2800 Grounds Maintenance 1.330.53800.46100 \$1633 Reairs and Maintenance 1.320.57200.60000 \$973.95</p> <p><i>Jeff Lambert</i> 8-23-24</p>			

Total	\$5,406.95
Payments/Credits	\$0.00
Balance Due	\$5,406.95

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JULY 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/1/24	6	J.J.	Balances the basketball net, raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/2/24	6	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/3/24	5	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/5/24	6	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/8/24	6	J.J.	Installed new water valve on spicket in dog park, blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles straightened and organized all pool deck and patio furniture
7/9/24	5	J.J.	Painted window sills in fitness center, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/10/24	5	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/11/24	6	J.J.	Installed new valves on pool showers, blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/12/24	6	J.J.	Pressure washed tennis court, blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/15/24	6	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/16/24	6	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/17/24	5	J.J.	Raked mulch in playground, blew leaves and debris off walkways, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/18/24	7	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, straightened and organized all pool deck and patio furniture
7/19/24	6	J.J.	Installed new light bulbs on pool deck lights, blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/22/24	6	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/23/24	6	J.J.	Blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, straightened and organized all pool deck and patio furniture
7/24/24	5	J.J.	Pressure washed basketball court, reinstalled fan cover in women's bathroom, raked mulch in playground, blew leaves and debris off walkways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles, removed debris around amenity center, pool deck, field, sport courts and parking lot
7/25/24	7	J.J.	Pressure washed basketball court, blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/26/24	6	J.J.	Pressure washed basketball court, reglued bird deflector on basketball backboard, removed goose feces, raked mulch in playground, blew leaves and debris off walkways, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
7/29/24	6	J.J.	Pressure washed basketball court, blew leaves and debris off walkways, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles

BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
 MAINTENANCE BILLABLE HOURS
 FOR THE MONTH OF JULY 2024

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/30/24	8	J.J.	Put together new chair rack for clubhouse, raked mulch in playground, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, straightened and organized pool deck and patio furniture
7/31/24	5	J.J.	Raked mulch in playground, blew leaves and debris off walkways, straightened and organized all pool deck and patio furniture, removed debris around amenity center, pool deck, field, playground, sport courts, parking lot and roadways, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles

TOTAL 129

MILES 0

*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 8/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
BL BANNON LAKES				
	7/8/24	Key for Dumpster (2)	9.13	J.J.
	7/8/24	Pipe Tape	1.13	J.J.
	7/8/24	Pipe	3.77	J.J.
	7/8/24	Glass Cleaner (2)	8.46	J.J.
	7/8/24	30 Second Cleaner	11.48	J.J.
	7/8/24	Microfiber Towels 24pk	14.93	J.J.
	7/23/24	Windex Glass Refull	13.20	J.J.
	7/23/24	Dawn Pro Pot & Pan	20.68	J.J.
	7/23/24	FEIT 100W ED17 HID CLR Metal Halide(4)	133.26	J.J.
	7/26/24	Brooms (2)	21.78	J.J.
	7/26/24	Keys (2)	9.13	J.J.
		TOTAL	<u>\$246.95</u>	

THIGPEN

HEATING & COOLING, INC.

Since 1962

0013205720060000
3 systems maintenance

INVOICE : 0003743

Bill To : 122663
Bannon Lakes Amenity Center 435 Bannon Lakes Blvd Saint Augustine, FL 32095 Phone :(904)660-3669

Invoice Date : 07/30/2024	Install Date : 06/26/2017
Service Order : 032067	Page : 1 of 2
Serviced At : 122663	
Bannon Lakes Amenity Center 435 Bannon Lakes Blvd St. Augustine, FL 32095	

Contact	Telephone	Call Type	Customer PO	Terms
Jeff Johnson	(904) 759-8061	CMNT		COD

Service Requested :

Commercial Maintenance Commercial Maintenance. PAUL ONLY AT THIS LOCATION, EVEN FOR MAINT! CALL JEFF WHEN HEADING TO PROPERTY EVERY TIME. HE IS IN CHARGE OF FACILITIES. ALWAYS CALL DENISES CELL 904-629-9244 FIRST. SHE MAY BE OUT ON THE PROPERTY..

Service Comments :

On arrival did (3) three systems maintenance. Water cleaned evaporator coil, drain pans, and drain lines. Checked all electrical connections, capacitors, wipe down all electrical wiring, water cleaned condensers. Checked pressures. All (3) three systems are with in factory specifications. Pressure are unit #2 133.2 over 287.5.. S/H, 15.6.. S/C, 3.4.. RA, 73.4* SA, 55.0* with a 18.4* split.. UNIT#3 120.7 over 298.9 S/H, 10.8, S/C, 4.2.. RA 68.9*,, SA, 49.5* with a 19.4* split... unit#1. RA. 85.5* SA, 58.9* with a 26.6* split.. JUST NEED TO CHANGE THE BELT ONE TIME A YEAR. (NOT EVER SIX MONTHS). spoke with Steve he is ok with me starting at 7:00am.

Description	Mfg Name	Model	Serial No
Condenser	MISC	TTA090H300AA	16512L83YA
Description	Mfg Name	Model	Serial No
Air Handler	MISC	TWE090E300AA	17033NJABA
Description	Mfg Name	Model	Serial No
Condenser	MISC	14HPX036-230-21	1917B03797
Description	Mfg Name	Model	Serial No
Air Handler	MISC	CBX25UH-036-230-10	1717B34977

See Over < 2 >

THIGPEN

HEATING & COOLING, INC.

Since 1962

INVOICE : 0003743

Invoice Date :07/30/2024 Install Date :06/26/2017
 Service Order :032067 Page : 2 of 2

Bill To : 122663
 Bannan Lakes Amenity Center
 435 Bannan Lakes Blvd
 Saint Augustine, FL 32095
 Phone :(904)660-3669

Serviced At : 122663
 Bannan Lakes Amenity Center
 435 Bannan Lakes Blvd
 St. Augustine, FL 32095

Contact	Telephone	Call Type	Customer PO	Terms
Jeff Johnson	(904) 759-8061	CMNT		COD

Description	Mfg Name	Model	Serial No
Air Handler	LENNOX	CBX25UH-048-230-10	1717B16907

Description	Mfg Name	Model	Serial No
Heat Pump	LENNOX	14HPX-048-230-21	1917B06555

Qty	Description	Price	Extended
1	18x20x1 Pleated Filter	0.00	0.00
1	18x24x1 Pleated Filter	0.00	0.00
	Total Parts for Unit		0.00
	Total Labor for Unit		0.00
	Approved Jeff Johnson Repairs and Maintenance 1.320.57200.60000	Maintenance Contract :	449.00

PLEASE REMIT TO:
Thigpen Heating & Cooling, Inc
 2801 Dawn Road
 Jacksonville, FL 32207

Materials:	0.00
Misc:	449.00
Trip Charge:	0.00
Labor:	0.00
Subtotal:	449.00
Sales Tax:	0.00
Total:	449.00 USD
Balance Due:	449.00 USD



INVOICE

BILL TO
Bannon Lakes CDD
Attn. Jeff Johnson
435 Bannon Lakes Blvd
St Augustine, FL 32259

INVOICE 1897
DATE 08/28/2024
TERMS Due on receipt

Table with 2 columns: DESCRIPTION, AMOUNT. Row 1: Bannon Lakes Windscreen, As Per Email/ Fax Agreement Dated Sept. 28, 2024. Row 2: One piece of black 13.17 FT windscreen, 179.89

Melissa@courtsurfacesfla.com

BALANCE DUE

\$179.89

Approved 8/28/24
Jeff Johnson
Repairs and Maintenance
1.320.57200.60000

INVOICE



Customer	Bannon Lakes Community Development District
Acct #	618
Date	08/30/2024
Customer Service	Kristina Rudez
Page	1 of 1

Bannon Lakes Community Development District
 c/o Governmental Management Services
 475 West Town Place, Ste 114
 St. Augustine, FL 32092

Payment Information	
Invoice Summary	\$ 35,827.00
Payment Amount	
Payment for:	Invoice#25026
100124279	

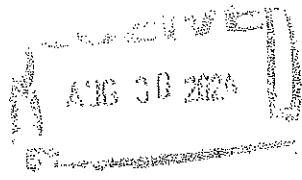
Thank You

Please detach and return with payment



Customer: Bannon Lakes Community Development District

Invoice	Effective	Transaction	Description	Amount
25026	10/01/2024	Renew policy	Policy #100124279 10/01/2024-10/01/2025 Florida Insurance Alliance Package - Renew policy Due Date: 8/30/2024 0013001550010000 FY25 Insurance Renewal	35,827.00



Total				\$ 35,827.00
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Thank You

*FOR PAYMENTS SENT OVERNIGHT:
 Bank of America Lockbox Services, Lockbox 748555, 6000 Fieldwood Rd. College Park, GA 30349*

Remit Payment To: Egis Insurance Advisors P.O. Box 748555 Atlanta, GA 30374-8555	(321)233-9939 sclimer@egisadvisors.com	Date
		08/30/2024



Florida
GANNETT

ACCOUNT NAME Bannon Lakes Cdd - Gms		ACCOUNT # 764131	PAGE # 1 of 1
INVOICE # 0006642254	BILLING PERIOD Aug 1- Aug 31, 2024		PAYMENT DUE DATE September 20, 2024
PREPAY (Memo Info) \$0.00	UNAPPLIED (included in amt due) \$0.00	TOTAL CASH AMT DUE* \$290.96	

BILLING ACCOUNT NAME AND ADDRESS Bannon Lakes Cdd - Gms 475 W Town Place, Ste 114 Saint Augustine, FL 32092		<p>Legal Entity: Gannett Media Corp.</p> <p>Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.</p> <p>All funds payable in US dollars.</p>
BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@ccc.gannett.com		FEDERAL ID 47-2390983
To sign-up for E-mailed invoices and online payments please contact abgspecial@gannett.com.		

Date	Description	Amount
8/1/24	Balance Forward	\$219.60

Package Advertising:

Start-End Date	Order Number	Product	Description	PO Number	Package Cost
8/23/24	10492314	SAG St Augustine Record	FY 25 Meeting Dates		\$71.36

0013105130048000

As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

Total Cash Amount Due	\$290.96
Service Fee 3.99%	\$11.61
*Cash/Check/ACH Discount	-\$11.61
*Payment Amount by Cash/Check/ACH	\$290.96
Payment Amount by Credit Card	\$302.57

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

ACCOUNT NAME Bannon Lakes Cdd - Gms		ACCOUNT NUMBER 764131		INVOICE NUMBER 0006642254		AMOUNT PAID \$71.36
CURRENT DUE \$71.36	30 DAYS PAST DUE \$219.60	60 DAYS PAST DUE \$0.00	90 DAYS PAST DUE \$0.00	120+ DAYS PAST DUE \$0.00	UNAPPLIED PAYMENTS \$0.00	TOTAL CASH AMT DUE* \$290.96
REMITTANCE ADDRESS (Include Account# & Invoice# on check) Gannett Florida LocaliQ PO Box 631244 Cincinnati, OH 45263-1244				TO PAY WITH CREDIT CARD PLEASE CALL: 1-877-736-7612		TOTAL CREDIT CARD AMT DUE \$302.57
To sign up for E-mailed invoices and online payments please contact abgspecial@gannett.com						

00007641310000000000000066422540002909667174

LOCALIQ FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

AFFIDAVIT OF PUBLICATION

Sarah Sweeting
Bannon Lakes Cdd - Gms
475 W Town Place, Ste 114

Saint Augustine FL 32092

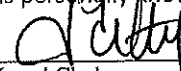
STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the St Augustine Record, published in St Johns County, Florida; that the attached copy of advertisement, being a Public Notices, was published on the publicly accessible website of St Johns County, Florida, or in a newspaper by print in the issues of, on:


08/23/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 08/23/2024



Legal Clerk



Notary, State of WI, County of Brown

8.25.26

My commission expires

Publication Cost: \$71.36
Tax Amount: \$0.00
Payment Cost: \$71.36
Order No: 10492314 # of Copies:
Customer No: 764131 1
PO #:

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

MARIAH VERHAGEN
Notary Public
State of Wisconsin

NOTICE OF MEETINGS BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Bannon Lakes Community Development District will hold their regularly scheduled public meetings for Fiscal Year 2025 at the World Golf Village Renaissance Hotel, 500 S. Legacy Trail, St. Augustine, FL 32092 at 1:00 p.m. on the first Wednesday of each month listed (unless notated otherwise*) as follows:

November 6, 2024

February 5, 2025

May 7, 2025

August 6, 2025 * 6 PM

The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when staff or other individuals may participate by speaker telephone. Any person requiring special accommodations for the meetings because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office. Each person who decides to appeal any action taken at the meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

James Oliver
District Manager
#10492314; 8/23/2024

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 122

Invoice Date: 9/1/24

Due Date: 9/1/24

Case:

P.O. Number:

Bill To:

Bannon Lakes CDD
475 West Town Place
Suite 114
St. Augustine, FL

Description	Hours/Qty	Rate	Amount
Management Fees - September 2024	0013105130034000	4,340.67	4,340.67
Website Administration - September 2024	0013105130053000	106.00	106.00
Information Technology - September 2024	0013105130035100	159.00	159.00
Dissemination Agent Services - September 2024	0013105130035100	750.83	750.83
Office Supplies	0013105130031600	0.42	0.42
Postage	0013105130051000	32.51	32.51
Copies	0013105130042000	141.90	141.90
	0013105130042500		
Total			\$5,531.33
Payments/Credits			\$0.00
Balance Due			\$5,531.33



Remit To:
 JANI-KING OF JACKSONVILLE
 5700 ST. AUGUSTINE ROAD
 JACKSONVILLE FL 32207
 (904) 346-3000

Invoice	
Date 09/01/2024	Number JAK09240064
Due Date 09/30/2024	Cust # 246097
Invoice Amount \$ 1,118.25	Amount Remitted

Sold To:
 BANNON LAKES

For:
 Same as Sold To

435 BANNON LAKES BLVD

ST AUGUSTINE FL 32095

Make All Checks Payable To: JANI-KING OF JACKSONVILLE
 RETURN THIS PORTION WITH YOUR PAYMENT

JANI-KING OF JACKSONVILLE
 Commercial Cleaning Services
 (904) 346-3000



Sold To:
 BANNON LAKES
 435 BANNON LAKES BLVD
 ST AUGUSTINE FL 32095

For:
 Same as Sold To

Invoice No	Date	Cust No	Sismn No	PO Number	Franchisee	Due Date
JAK09240064	09/01/2024	246097	CRISTINA TRELLE		HIGH VIBE GLEAM, LLC	09/30/2024
Quantity	Description				Unit Price	Extended Price
1	MONTHLY CONTRACT BILLING AMOUNT FOR SEPTEMBER				1118.25	1118.25
Approved 8/29/24 Jeff Johnson Janitorial Maintenance 1.320.57200.45300 Sept Janitorial Make All Checks Payable To: JANI-KING OF JACKSONVILLE					Amount of Sale	\$ 1,118.25
					Sales Tax	\$ 0.00
					Total	\$ 1,118.25

MAKE CHECK PAYABLE TO:



Post Office Box 20122
Tampa, FL 33622-0122
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER EXP. DATE
SIGNATURE AMOUNT PAID

ADDRESSEE

Please check if address below is incorrect and indicate change on reverse side

BANNON LAKES CDD
Diana Lambert
475 W Town Place
Suite 114
St Augustine, FL 32092

ACCOUNT NUMBER	DATE	BALANCE
723475	9/2/2024	\$788.00

The Lake Doctors
Post Office Box 20122
Tampa, FL 33622-0122

0000000011652200100000002094660000007880038

Please Return this invoice with your payment and notify us of any changes to your contact information.

BANNON LAKES CDD	435 Bannon Lakes Blvd, St Augustine, Fl	St Augustine, FL 32092
Invoice Due Date 9/12/2024	Invoice 209466B	PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
9/2/2024	Water Management - Monthly		\$788.00	\$0.00	\$788.00
Please remit payment for this month's invoice.					
Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.				Credits	\$0.00
				Adjustment	\$0.00
					AMOUNT DUE

Total Account Balance including this invoice:	\$788.00	This Invoice Total:	\$788.00
--	----------	----------------------------	----------

Click the "Pay Now" link to submit payment by ACH

Customer #:	723475	Corporate Address
Portal Registration #:	0F4EFD82	4651 Salisbury Rd, Suite 155
Customer E-mail(s):	jjohnson@rmsnf.com	Jacksonville, FL 32256
Customer Portal Link:	www.lakedoctors.com/contact-us/	

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information

Landcare Group, Inc.
35 Enterprise Dr
Bunnell, FL 32110-4302 USA
(386) 586-3321
amanda@landcaregrp.com
www.LandcareGrp.com



INVOICE

BILL TO
Bannon Lakes CDD
475 W. Town Place, Suite 114
St. Augustine, FL 32092

INVOICE # 15449
DATE 09/03/2024
DUE DATE 10/03/2024
TERMS Net 30

PROJECT NUMBER
M101

ATTENTION
Jeff Johnson

PROJECT
Bannon Lakes CDD

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	PV - Maintenance	1	13,503.30	13,503.30
	Monthly maintenance for the month of September			

Attn. Jeff Johnson

SUBTOTAL 13,503.30
TAX (0) 0.00
TOTAL 13,503.30
BALANCE DUE **\$13,503.30**

Approved 9/5/24
Jeff Johnson Landscape
Maintenance
1.330.53800.46200
Sep Landscape Maintenance



Invoice

Date
Invoice #

8/27/2024
131295624449

1707 Townhurst Dr
Houston TX 77043
ar@poolsure.com
800-858-POOL (7665)
www.poolsure.com

Terms	Net 20
Due Date	9/16/2024
PO #	
Delivery Ticket #	Sales Order #1350268
Delivery Date	8/23/2024
Delivery Location	Bannon Lakes Pool
Customer #	13BAN025

Bill To
Riverside Management Services Bannon Lakes CDD 9655 Florida Minning Blvd West bldg 300 suite 305 Jacksonville FL 32257

Ship To	Bannon Lakes CDD 435 Bannon Lakes Blvd St. Augustine FL 32095
----------------	---

OUR REMITTANCE ADDRESS HAS CHANGED! PLEASE SEE REMITTANCE BELOW AND UPDATE YOUR RECORDS.

Item ID	Item	Quantity	Units	Rate	Amount
135-010	Sodium Bicarbonate 50# bag	2		28.00	56.00
<p>Approved 8/29/24 Jeff Johnson Pool Chemicals 1.320.57200.45210 Sodium Bicarbonate-AUG</p>					

Subtotal	56.00
Shipping Cost (FEDEX GROUND)	0.00
Total	56.00
Amount Due	\$56.00

Remittance Slip

Customer
13BAN025
Invoice #
131295624449

Amount Due \$56.00

Amount Paid _____

Make Checks Payable To

Poolsure
1707 Townhurst Dr
Houston, TX 77043-2810



131295624449



Invoice

Date
Invoice #

9/6/2024
131295624747

1707 Townhurst Dr
Houston TX 77043
ar@poolsure.com
800-858-POOL (7665)
www.poolsure.com

Terms	Net 20
Due Date	9/26/2024
PO #	
Delivery Ticket #	Sales Order #1350453
Delivery Date	9/4/2024
Delivery Location	Bannon Lakes Pool
Customer #	13BAN025

Bill To
Riverside Management Services
Bannon Lakes CDD
9655 Florida Minning Blvd West
bldg 300 suite 305
Jacksonville FL 32257

Ship To
Bannon Lakes CDD
435 Bannon Lakes Blvd
St. Augustine FL 32095

OUR REMITTANCE ADDRESS HAS CHANGED! PLEASE SEE REMITTANCE BELOW AND UPDATE YOUR RECORDS.

Item ID	Item	Quantity	Units	Rate	Amount
115-300	Bleach Minibulk Delivered	250	gal	2.77	692.50
160-050	Pool Acid bulk by Gallon	15	gal	3.19	47.85
135-057	Stabilizer/CYA-Bag	1		75.00	75.00
	Sept Pool Chemicals				
	Approved 9/10/24 Jeff Johnson Pool Chemicals 1.320.57200.45210				

Subtotal 815.35
Shipping Cost (FEDEX GROUND) 0.00
Total 815.35
Amount Due \$815.35

Remittance Slip

Customer
13BAN025
Invoice #
131295624747

Amount Due \$815.35

Amount Paid _____

Make Checks Payable To

Poolsure
1707 Townhurst Dr
Houston, TX 77043-2810




131295624747

Riverside Management Services, Inc
 9655 Florida Mining Blvd. W
 Bldg. 300, Suite 305
 Jacksonville, FL 32257

Invoice

Invoice #: 226
Invoice Date: 9/1/2024
Due Date: 9/1/2024
Case:
P.O. Number:

Bill To:
 Bannan Lakes CDD
 9655 Florida Mining Blvd W
 Suite 305
 Jacksonville, FL 32257

Description	Hours/Qty	Rate	Amount
1.320.57200.45200 - Pool Maintenance Services - September 2024		1,113.00	1,113.00
1.320.57200.46001 - Contract Administration - September 2024		2,024.08	2,024.08
1.320.57200.34000 - Facility Management - Bannan Lakes - September 2024		6,218.08	6,218.08
 9-6-24			
Total			\$9,355.16
Payments/Credits			\$0.00
Balance Due			\$9,355.16

BANNON LAKES CDD
FACILITY ASSISTANT INVOICE DETAIL

Quantity	Description	Rate	Amount
28.39	Facility Assistant Covers August 2024	\$ 26.50	\$ 752.34
	TOTAL DUE:		<u>\$ 752.34</u>

Facility Assistant 1.320.57200.34100

**BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT
FACILITY ASSISTANT BILLABLE HOURS
THROUGH AUGUST 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/3/24	4.02	C.M.	Completed daily checklist and returned calls and emails
8/4/24	4.05	C.M.	Completed daily checklist and returned calls and emails
8/10/24	4	C.M.	Completed daily checklist and returned calls and emails
8/11/24	4.13	C.M.	Completed daily checklist and returned calls and emails
8/17/24	4.03	C.M.	Completed daily checklist and returned calls and emails
8/18/24	4.08	C.M.	Completed daily checklist and returned calls and emails
8/31/24	4.08	C.M.	Completed daily checklist and returned calls and emails
TOTAL	<u>28.39</u>		

FREEDOM
PEST CONTROL



3600 Peoria Rd. Ste 205 | Orange Park, FL 32065
904-272-2847 | info@freedompestcontrolfl.com

Service Slip/Invoice

INVOICE: 1165525
DATE: 09/12/2024
ORDER: 1165525

Bill To: [106210]
Bannon Lakes CDD
Bannon Lakes Resident's Club
435 B Bannon Lakes Blvd
St. Augustine, FL 32092

Work Location: [106210] 904-000-0000
Bannon Lakes CDD
Bannon Lakes Resident's Club
435 B Bannon Lakes Blvd
St. Augustine, FL 32092

Work Date	Time	Target Pest	Technician	Time In
09/12/2024			2MARCUS	11:29 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	DUE UPON RECEIPT	09/12/2024		12:39 PM
			Lic:JE276424	

Service	Description	Price
MONTHLY	Monthly Pest Control	\$160.00
SUBTOTAL		\$160.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$160.00
AMOUNT DUE		\$160.00

Approved 9/13/24
Jeff Johnson
Pest Control
1.320.57200.54500

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE

Service Slip/Invoice

FREEDOM
PEST CONTROL



3600 Peoria Rd. Ste 205 | Orange Park, FL 32065
904-272-2847 | info@freedompestcontrofl.com

INVOICE: 1165608
DATE: 09/12/2024
ORDER: 1165608

Bill To: [106210]
Bannon Lakes CDD
Bannon Lakes Resident's Club
435 B Bannon Lakes Blvd
St. Augustine, FL 32092

Work Location: [106210] 904-000-0000
Bannon Lakes CDD
Bannon Lakes Resident's Club
435 B Bannon Lakes Blvd
St. Augustine, FL 32092

Work Date	Time	Target Pest	Technician	Time In
09/12/2024			2MARCUS	10:46 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	DUE UPON RECEIPT	09/12/2024		11:29 AM
			Lic:JE276424	

Service	Description	Price
RODENT	Rodent Control	\$100.00
		SUBTOTAL \$100.00
		TAX \$0.00
		AMT. PAID \$0.00
		TOTAL \$100.00
<p>Approved 9/13/24 Jeff Johnson Pest Control 1.320.57200.54500</p>		AMOUNT DUE \$100.00

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

Hereby acknowledge the satisfactory completion of all services rendered and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE

Landcare Group, Inc.
35 Enterprise Dr
Bunnell, FL 32110-4302
(386) 586-3321
amanda@landcaregrp.com
www.LandcareGrp.com



BILL TO

Bannon Lakes CDD
475 W. Town Place, Suite
114
St. Augustine, FL 32092

INVOICE # 15516
DATE 09/17/2024
DUE DATE 10/17/2024
TERMS Net 30

PROJECT NUMBER

M101

ATTENTION

Jeff Johnson

PROJECT

Monthly Irrigation Billing

PV - Irr. Maint. Svc.	Irrigation Maintenance Service for August -see attached list.	881.75
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SUBTOTAL	881.75
TAX (0)	0.00
TOTAL	881.75
BALANCE DUE	\$881.75

Approved 9/17/24
Jeff Johnson
Irrigation Repairs
1.330.53800.46400

Bannon Lakes CDD

<u>Date</u>	<u>Location</u>	<u>Description</u>	<u>Material</u>	<u>Labor</u>	<u>Total Cost</u>
8/27	Amenity Center	(3) 6P's, (4) MPRs, Rain Bird decoder, (4) DBY's, 1/2" cap	\$ 335.75	\$ 84.00	\$ 419.75
8/28	Bannon Lakes Blvd.	(12) 6P's, (18) MPR's	\$ 294.00	\$ 168.00	\$ 462.00
				Total Due	\$ 881.75

CommercialFitnessProducts

Invoice

5034 N Hiatus Road 954-747-5128 Phone
 Sunrise, FL 33351 954-747-5131 Fax

Date	Invoice #
9/12/2024	CC09099

Sold To	Ship To
---------	---------

Bannon Lakes
 Attn: Manager A/P
 435 Bannon Lakes Blvd.
 St. Augustine, FL 32095

Bannon Lakes
 Attn: Manager A/P
 435 Bannon Lakes Blvd.
 St. Augustine, FL 32095

Rep	Account #	Sales Order No.	Ship Date	Purchase Order #	Terms	Due Date
EC	BL435	OS4072	9/12/2024	Verbal	Net 30	10/12/2024
Qty	Item Code	Description	Price Each	Amount		
1	Service Charge	Service Charge	80.00	80.00		
3	Part	Activity Zone Assembly	120.00	360.00		
1	Labor	Technician installed part listed.	80.00	80.00		
		Subtotal		520.00		
1	Freight	Inbound Shipping	25.00	25.00		
		Approved 9/19/24 Jeff Johnson Fitness Center Repairs 1.320.57200.60100				

Thank you for your business!	Total	\$545.00
	Payments/Credits	\$0.00
www.commfitnessproducts.com	Balance Due	\$545.00

OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of St. Johns County

I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State, and that I will well and faithfully perform the duties of

Member, Board of Supervisors, Bannan Lakes Community Development District, Seat 1
(Full Name of Office – Abbreviations Not Accepted)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words "so help me God." See § 92.52, Fla. Stat.]

Kim Crenier
Signature

(Affix Seal Below)

Sworn to and subscribed before me by means of physical presence

Or online notarization this 23rd day of September, 20 .



Sarah Sweeting
Signature of Officer Administering Oath/Or of Notary Public

Sarah Sweeting
Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known or Produced Identification

Type of Identification Produced _____

ACCEPTANCE

I accept the office listed in the above Oath of Office.

Mailing Address: Home Office

53 Bent Court

Street or Post Office Box

St Augustine, FL 32095

City, State, Zip Code

Kim Crenier

Print Name

Kim Crenier
Signature



Remit To:
 JANI-KING OF JACKSONVILLE
 5700 ST. AUGUSTINE ROAD
 JACKSONVILLE FL 32207
 (904) 346-3000

Invoice	
Date 09/20/2024	Number JAK09240507
Due Date 09/30/2024	Cust # 246097
Invoice Amount \$ 321.62	Amount Remitted

Sold To:
 BANNON LAKES

For:
 Same as Sold To

435 BANNON LAKES BLVD
 ST AUGUSTINE FL 32095

Make All Checks Payable To: JANI-KING OF JACKSONVILLE
 RETURN THIS PORTION WITH YOUR PAYMENT

JANI-KING OF JACKSONVILLE
 Commercial Cleaning Services
 (904) 346-3000



Sold To:
 BANNON LAKES
 435 BANNON LAKES BLVD
 ST AUGUSTINE FL 32095

For:
 Same as Sold To

Invoice No	Date	Cust No	Sismn No	PO Number	Franchisee	Due Date
JAK09240507	09/20/2024	246097	CRISTINA TRELLE		HIGH VIBE GLEAM, LLC	09/30/2024
Quantity	Description				Unit Price	Extended Price
1	INCREASE TO MONTHLY CONTRACT BILLING EFFECTIVE 09/01/2024 Approved 9/23/24 Jeff Johnson Janitorial Maintenance 1.320.57200.45300				321.62	321.62
					Amount of Sale	\$ 321.62
					Sales Tax	\$ 0.00
					Total	\$ 321.62
Make All Checks Payable To: JANI-KING OF JACKSONVILLE						

Riverside Management Services, Inc

9655 Florida Mining Blvd. W
Bldg. 300, Suite 305
Jacksonville, FL 32257

Invoice**Invoice #:** 229**Invoice Date:** 9/20/2024**Due Date:** 9/20/2024**Case:****P.O. Number:** C BUSS 2233**Bill To:**

Bannon Lakes CDD
9655 Florida Mining Blvd W
Suite 305
Jacksonville, FL 32257

Description	Hours/Qty	Rate	Amount
Pool Chemicals - Tile Soap		73.32	73.32
Repair - Toro Valve		197.91	197.91
Repair - Float Assembly		457.07	457.07
Pool Repair - Replace defective 2-way valve on feature pump, replace hardware on 4 additional valves		801.35	801.35
Total			\$1,529.65
Payments/Credits			\$0.00
Balance Due			\$1,529.65

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/11/24	00019	9/07/24 90724	202409 300-58400-61000		REPAIR/REPLACE CHAIRS	*	3,108.00	
								3,108.00 000034

							TOTAL FOR BANK B	3,108.00
							TOTAL FOR REGISTER	3,108.00

INVOICE

THE POOL and PATIO SHOP, LLC

1408 Griflet Rd

Jacksonville, FL 32211

904-424-3593

September 7-2024

90724

Brannon Lakes Cdd

435 Brannon Lakes Blvd

St Augustine, FL 32095

Replace slings on chaise lounge, 15 @\$190.00ea	\$2850.00
Replace back sling on chair, 1 @ \$50.00	\$ 50.00
adjust sling rails on chair, 2@ \$0	\$ 00
Replace bolt on chair, 1@ \$8.00	\$ 8.00
Sales tax	exempt
Pickup/Delivery	\$200.00
Approved 9/9/24 Jeff Johnson Repairs and Maintenance 1.320.57200.60000	
Total	\$3108.00

0023005840061000